



# Ribble Valley Borough Council

[www.ribblevalley.gov.uk](http://www.ribblevalley.gov.uk)

Members of the Council are hereby summoned to attend a meeting of the Council to be held in the **TOWN HALL, CHURCH STREET, CLITHEROE** on **TUESDAY, 9 JULY 2019** at **6.30PM**.

*M. H. Scott*

CHIEF EXECUTIVE  
26 June 2019

## **BUSINESS**

### Part I – items of business to be discussed in public

1. Apologies for absence.
2. Declarations of interest.
3. Public Participation session.
4. To confirm the minutes of the meeting of **Council** held on **30 April 2019** and the **Annual Meeting** held on 14 May 2019.
5. Mayoral Communications.
6. Leader's Report and Question Time.
7. Changes to Committee Arrangements and Outside Bodies – report of Chief Executive – copy enclosed.
8. To receive and consider, where appropriate, the minutes of the following Committee meetings now circulated (items marked \*\*\* are referred to Council for decision).

<b>COMMITTEE MEETINGS: 30 APRIL 2019 TO 27 JUNE 2019</b>			
<b>COMMITTEES</b>	<b>DATE OF MEETING</b>	<b>PAGE</b>	<b>MINUTE NO'S</b>
COUNCIL	30 APRIL	1 – 5	780 – 790
ANNUAL COUNCIL	14 MAY	6 – 15	1 – 6
COMMUNITY	28 MAY	16 – 20	7 – 22
PLANNING AND DEVELOPMENT	30 MAY	21 – 44	23 – 35
LICENSING SUB-COMMITTEE	4 JUNE	45	36 – 39
LICENSING	4 JUNE	46	40 – 44
HEALTH AND HOUSING	6 JUNE	47 – 52	45 – 64

PERSONNEL	12 JUNE	53 – 55	65 – 75
ECONOMIC DEVELOPMENT	13 JUNE	56 – 58	76 – 84
POLICY AND FINANCE	18 JUNE	59 – 67	85 – 103
PARISH COUNCIL LIAISON	20 JUNE	68 – 71	104 – 114
PLANNING AND DEVELOPMENT	27 JUNE	72 – 94	115 - 123

9. Notice of Motion in the name of Councillor Stephen Atkinson:

“That this Council objects to the creation of a Pennine Lancashire Unitary Authority and firmly believes the residents of Ribble Valley are best served by an improved two tier system of local government in Lancashire.”

Part II - items of business **not** to be discussed in public

None.

**NOTES:**

1. Questions (attention is drawn to Standing Orders 9, 10 and 12).

- (i) A Member may ask the Mayor or the Chairman of any Committee any question on any matter where the Council has powers or duties or which affects the Borough. A question must either be given to the Chief Executive by noon on the Friday before the meeting or relate to urgent business in which case agreement of the Mayor to the question being put shall be required and, where possible, a copy of the question will be given to the Chief Executive before 10.00am on the day of the meeting.
- (ii) Any Member may ask a question or make a comment on any minute before the Council, provided that he or she does not speak for more than five minutes in total on the minutes of a particular Committee. The Chairman may decline to answer a question unless written notice of the question has been given to the Chief Executive by noon on the Friday before the meeting.
- (iii) Any Member may ask questions of the Leader of the Council on matters relating to the general work of the Council which do not fall within the remit of any particular Committee. Notice in writing specifying the nature of the question in sufficient detail to enable a reply to be prepared must be given to the Chief Executive by not later than noon on the Friday before the meeting.

## Minutes of Meeting of the Council

Meeting Date: Tuesday, 30 April 2019 starting at 6.30pm  
Present: Councillor S Carefoot (Chairman)

Councillors:

P Ainsworth	S Hind
J E Alcock	S A Hirst
S Atkinson	J Holgate
R Bennett	S Hore
S Bibby	A M Knox
A Brown	S Knox
I Brown	G Mirfin
S Brunskill	R Newmark
P M Dobson	J Rogerson
P Dowson	G Scott
R J Elms	R E Sherras
M Fenton	D T Smith
M French	R Swarbrick
L Graves	D Taylor
R Hargreaves	R J Thompson
T Hill	N C Walsh
B Hilton	J White

In attendance: Chief Executive, Director of Community Services, Director of Economic Development and Planning, Head of HR, Head of Legal and Democratic Services.

Councillors observed a minute's silence in respect of Councillor Ian Sayers who had recently died.

780 PRAYERS

The Mayor's Chaplain, the Reverend A Froud opened the meeting with prayers.

781 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors G Geldard, K Hind, M Robinson and the Director of Resources.

782 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

There were no declarations of pecuniary and non-pecuniary interest.

783 PUBLIC PARTICIPATION

There was no public participation.

784 COUNCIL MINUTES

The minutes of the meeting held on 5 March 2019 were approved as a correct record and signed by the Chairman.

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## MAYORAL COMMUNICATIONS

The Mayor reflected on his municipal year and thanked everyone for their support. He also paid tribute to Councillor Ian Sayers, who had recently died. The Mayor reported on recent events he had attended including the distribution of red roses for St George's Day. The Mayor presented retiring gifts to Councillors P Ainsworth, J Holgate, D Smith and D Taylor in recognition of their service to the Council, each of whom had served for more than 20 years.

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## LEADER'S SPEECH

The Leader reflected on the Council's achievements over the last four years. He thanked all Members and officers for their contribution to the delivery of effective and efficient services to all the residents of the borough.

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## LEADER'S QUESTION TIME

The Leader of the opposition, Councillor A Knox, asked if the Leader could give a full statement regarding the recent demolition of 3 King Street.

The Leader thanked Councillor Knox for his question and reported that the demolition of the rear of 3 King Street had commenced at the end of March. The planning permission granted at the site had involved the demolition of the rear of the building with the front façade and inner party walls for support retained.

On 11 April one of the leaving walls had collapsed when machinery was moved near it; this collapse had caused damage to an electrical cable and so for safety reasons Electricity North West could not dig underneath the scaffolding which had been erected in front of the façade to enable supplies to be disconnected, nor could they invite anybody close to the power supply to allow further supporting scaffolding to be erected to the rear of the façade. Without supporting scaffold the façade was therefore not considered to be stable and had to be taken down to enable the electricity supply to be disconnected and the site made safe.

All the stone from the front elevation of the building was currently being stored and the site owner had been advised that the site no longer had an implemental planning permission and that a new application would be necessary. The site owner had also been advised that any subsequent application would need to be identical to the scheme which had been approved and should utilise reclaimed materials from the front façade of the building.

Next Councillor Knox asked if the Leader could confirm how many successful prosecutions or guilty pleas CCTV footage provided by the Council had led to over the past 5 years.

The Leader confirmed that the town centre CCTV systems in Clitheroe, Longridge and Whalley were monitored 24/7 by staff in the monitoring office in Clitheroe and that images were available for inspection by police officers investigating potential crimes or on submission of a formal request. On reviewing evidence the police would then make a decision as to whether to refer matters to the Crown Prosecution Service (CPS). The CPS did not answer to the Council nor did it provide the Council with any data relating to its decisions on whether to

pursue a prosecution, therefore the Leader was unable to answer the question directly. However, the Leader did confirm that an analysis of the Council's log of when evidence had been handed over to the police indicated that the number of requests received in the 5 year period was as follows:

2014 – 72  
2015 – 35  
2016 – 33  
2017 – 36  
2018 -- 21

The police had also asked to see CCTV footage on a number of occasions whilst investigating vandalism to the Council's public toilets, which had on one occasion led to the culprit being identified and making reparation for damage to toilets on the castle field in Clitheroe.

Finally, Councillor Knox asked what Public Space Protection Orders (PSPO's) were in force at Clitheroe Cemetery and how many individuals had been prosecuted for breach of the orders.

The Leader reported that of the 6 PSPO's that were listed on the Council's website, 1-5 applied to Clitheroe Cemetery. To date the Council had only taken informal action or offered advice and guidance in respect of the order and in all cases when challenged, people had complied with requirements.

788 MEMBERS' ALLOWANCE SCHEME

Consideration was given to the written report of the Director of Resources asking Members to consider recommendations from Policy and Finance Committee made on 2 April 2019 in respect of Member allowances.

RESOLVED: That

1. the new scheme of Member allowances be approved; and
2. the Chief Executive be asked to write to the Independent Remuneration Panel Members to thank them for their work in developing a revised scheme.

789 LONGRIDGE NEIGHBOURHOOD PLAN

Consideration was given to the written report of the Director of Economic Development and Planning to confirm the 'making' of the Longridge Neighbourhood Plan as part of the statutory Local Development Plan for the borough.

RESOLVED: That the Longridge Neighbourhood Plan be adopted.

790 COMMITTEE MINUTES

- (i) Community Committee – 12 March 2019

RESOLVED: That the minutes of the above meeting be received.

(ii) Planning and Development Committee – 14 March 2019

RESOLVED: That the minutes of the above meeting be received.

(iii) Personnel Committee – 20 March 2019

RESOLVED: That the minutes of the above meeting be received.

(iv) Health and Housing Committee – 21 March 2019

RESOLVED: That the minutes of the above meeting be received.

(v) Licensing Committee – 26 March 2019

RESOLVED: That the minutes of the above meeting be received with the exception of minute number 728.

Minute 728 – Whalley Cumulative Impact Assessment

Council were asked to approve that the Whalley Cumulative Impact Assessment form part of the Council's Statement of Licensing Policy.

RESOLVED: That the Whalley Cumulative Impact Assessment form part of the Council's Statement of Licensing Policy.

(vi) Economic Development Committee – 28 March 2019

RESOLVED: That the minutes of the above meeting be received.

(vii) Policy and Finance Committee – 2 April 2019

RESOLVED: That the minutes of the above meeting be received with the exception of Minute numbers 746, 747, 752 and 753 (Minute 753 having already been discussed on the agenda).

Minute 746 – Capital and Treasury Management Strategy 2019/2020

RESOLVED: That the Treasury Management Strategy for 2019/2020 be approved.

Minute 747 – Treasury Management Policies and Practices 2019/2020

RESOLVED: That the Treasury Management Policies and Practices 2019/2020 be approved.

Minute 752 – Annual Review of Standing Orders

RESOLVED: That the amended statutory orders for 2019/2020 be approved.

(vii) Accounts and Audit Committee – 10 April 2019

RESOLVED: That the minutes of the above meeting be received.

(viii) Planning and Development Committee – 11 April 2019

RESOLVED: That the minutes of the above meeting be received.

The meeting closed at 7.18pm.

If you have any queries on these minutes please contact Marshal Scott (414400).

## Minutes of Meeting of the Annual Council

Meeting Date: Tuesday, 14 May 2019 starting at 6pm  
Present: S Carefoot (Chairman)

Councillors:

J E Alcock	S A Hirst
S Atkinson	S Hore
A Austin	A M Knox
R Baxter	S Knox
S Bibby	G Mirfin
D Birtwhistle	R Newmark
A Brown	D O'Rourke
I Brown	S O'Rourke
S Brunskill	D Peat
R Buller	S Rainford
J Clark	M Robinson
L Edge	J Rogerson
R J Elms	J Schumann
S Fletcher	G Scott
M French	R E Sherras
J Hill	R J Thompson
B Hilton	N C Walsh
M Hindle	

In attendance: Chief Executive, Head of HR and Head of Legal and Democratic Services.

### 1 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors D Berryman, R Bennett, B Holden and A Humphreys.

### 2 ELECTION OF MAYOR

The Mayor invited nominations for the Office of Mayor for the municipal year 2019/2020. Councillor Noel Walsh proposed and Councillor David Peat seconded the motion that Councillor Stella Brunskill be elected to the Office of Mayor for the municipal year 2019/2020.

RESOLVED: That Councillor Stella Brunskill be elected to the Office of Mayor for the municipal year 2019/2020.

Councillor Stuart Carefoot invested Councillor Stella Brunskill as Mayor with the ceremonial chain of office. Councillor Stuart Carefoot then invested Michael Brunskill as Consort.

The Mayor (Councillor Stella Brunskill) then took the chair and signed the Declaration of Acceptance of Office. The Mayor (Councillor Stella Brunskill) presented Councillor Stuart Carefoot and Sarah Rainford with badges to commemorate their successful term of office as Mayor and Mayoress. She spoke in appreciation of their excellent service during their year of office to the

local community. The Mayor (Councillor S Brunskill) then made a speech accepting the Office of Mayor

### 3 ELECTION OF DEPUTY MAYOR

The Mayor invited nominations for the Office of Deputy Mayor for the municipal year 2019/2020. Councillor Stuart Carefoot proposed and Councillor Richard Sherras seconded the motion that Councillor Jim Rogerson be elected to the Office of Deputy Mayor for the municipal year 2019/2020.

RESOLVED: That Councillor Jim Rogerson be elected to the Office of Deputy Mayor for the municipal year 2019/2020.

Councillor Jim Rogerson was invested as Deputy Mayor by the Mayor with the ceremonial chain of office. Mandy Rogerson was invested as Deputy Mayoress by the Mayor. The Deputy Mayor then made a short acceptance speech.

### 4 COMMITTEE ARRANGEMENTS 2019/2020

The Leader, Councillor Stephen Atkinson, proposed the recommendations outlined in the report regarding Committee arrangements for the municipal year 2019/2020 and related to the:

- number of Committees and their terms of reference;
- call in procedure;
- timetable of meetings;
- number of seats of each Committee;
- allocation of seats to all Councillors;
- representation on Parish Councils' Liaison Committee;
- appointment of an Emergency Committee;
- approval of the updated documents in the Council's Constitution; and
- Members of Committees as shown on Appendix 1 attached.

The proposal was seconded by Councillor Simon Hore.

RESOLVED: That the Committee arrangements for 2019/2020 as set out in section 4 of the report of the Chief Executive be approved.

### 5 APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN 2019/2020

Councillor Stephen Atkinson proposed and Councillor Simon Hore seconded that the appointment of Chairman and Vice Chairman of the Committees of the Council for the municipal year 2019/2020 be as follows:

<b>Committee</b>	<b>Chairman</b>	<b>Vice Chairman</b>
Community Services	S Carefoot	R Newmark
Planning & Development	A Brown	R Sherras
Health & Housing	B Hilton	J Alcock
Personnel	R Elms	S Bibby
Policy & Finance	S Atkinson	S Hore
Licensing	G Mirfin	N Walsh
Accounts & Audit	R Bennett	I Brown
Economic Development	S Hirst	J Rogerson

RESOLVED: That the Chairman and Vice Chairman be as set out in the list circulated at the meeting.

6 APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES 2019/2020

Councillor Stephen Atkinson proposed and Councillor Simon Hore seconded that the Representatives on Outside Bodies be as set out in the list circulated at the meeting.

RESOLVED: That the Representatives on Outside Bodies be as set out in the list circulated at the meeting – see Appendix 2 to these minutes.

The meeting closed at 6.25pm.

If you have any queries on these minutes please contact Marshal Scott (414400).

**Ribble Valley Borough Council  
ANNUAL COUNCIL MEETING  
TUESDAY 14 MAY 2019**

**APPENDIX 1**

**NOMINATIONS  
FOR CHAIRMEN AND VICE CHAIRMEN TO COMMITTEES 2019/2020**

<u>COMMITTEE</u>	<u>CHAIRMAN</u>	<u>VICE CHAIRMAN</u>
COMMUNITY SERVICES	Councillor Stuart Carefoot	Councillor Ricky Newmark
PLANNING & DEVELOPMENT	Councillor Alison Brown	Councillor Richard Sherras
LICENSING	Councillor Ged Mirfin	Councillor Noel Walsh
HEALTH & HOUSING	Councillor Bridget Hilton	Councillor Jan Alcock
PERSONNEL	Councillor Rosie Elms	Councillor Sue Bibby
POLICY & FINANCE	Councillor Stephen Atkinson	Councillor Simon Hore
ACCOUNTS & AUDIT	Councillor Richard Bennett	Councillor Ian Brown
ECONOMIC DEVELOPMENT	Councillor Stuart Hirst	Councillor Jim Rogerson

## MEMBERSHIP ON COMMITTEES 2019/2020

<b>CONSERVATIVE</b>	<b>LIBERAL DEMOCRAT</b>	<b>INDEPENDENT</b>	
<b>COMMUNITY SERVICES (15)</b>			
	(10 seats)	(4 seats)	(1 seat)
Chairman:	Stuart Carefoot	Mary Robinson	David Birtwhistle
Vice Chairman:	Ricky Newmark	Sue Knox	
	Jan Alcock	Simon O'Rourke	
	Stephen Atkinson	Jenni Schumann	
	Tony Austin		
	Louise Edge		
	Angeline Humphreys		
	Ged Mirfin		
	Sarah Rainford		
	Gary Scott		
<b>PLANNING &amp; DEVELOPMENT (15)</b>			
	(10 seats)	(4 seats)	(1 seat)
Chairman:	Alison Brown	Sue Knox	Robert Thompson
Vice Chairman:	Richard Sherras	Bob Buller	
	Tony Austin	Mark French	
	Ian Brown	Simon O'Rourke	
	Stuart Carefoot		
	Judith Clark		
	Brian Holden		
	Angeline Humphreys		
	Jim Rogerson		
	Noel Walsh		
<b>HEALTH &amp; HOUSING (15)</b>			
	(10 seats)	(4 seats)	(1 seat)
Chairman:	Bridget Hilton	Mary Robinson	David Birtwhistle
Vice Chairman:	Jan Alcock	Jonathan Hill	
	Stephen Atkinson	Allan Knox	
	Tony Austin	Donna O'Rourke	
	Rosie Elms		
	Mark Hindle		
	Brian Holden		
	Ricky Newmark		
	David Peat		
	Richard Sherras		

<b>CONSERVATIVE</b>		<b>LIBERAL DEMOCRAT</b>	<b>INDEPENDENT</b>	
<b>PERSONNEL (9)</b>				
	(7 seats)	(2 seats)	(0 seats)	
Chairman:	Rosie Elms	Jenni Schumann		
Vice Chairman:	Sue Bibby	Donna O'Rourke		
	Ruth Baxter			
	Richard Bennett			
	David Berryman			
	Mark Hindle			
	Sarah Rainford			
<b>LICENSING (15)</b>				
	(11 seats)	(4 seats)	(0 seats)	
Chairman:	Ged Mirfin	Simon O'Rourke		
Vice Chairman:	Noel Walsh	Donna O'Rourke		
	Jan Alcock	Mary Robinson		
	Ruth Baxter	Allan Knox		
	Richard Bennett			
	David Berryman			
	Bridget Hilton			
	Stuart Hirst			
	Simon Hore			
	Sarah Rainford			
	Gary Scott			
<b>POLICY &amp; FINANCE (15)</b>				
	(10 seats)	(4 seats)	(1 seat)	
Chairman:	Stephen Atkinson	Allan Knox	Robert Thompson	
Vice Chairman:	Simon Hore	Mark French		
	Sue Bibby	Stewart Fletcher		
	Alison Brown	Jonathan Hill		
	Stuart Carefoot			
	Judith Clark			
	Mark Hindle			
	Stuart Hirst			
	David Peat			
	Jim Rogerson			

<b>CONSERVATIVE</b>		<b>LIBERAL DEMOCRAT</b>	<b>INDEPENDENT</b>	
<b>ACCOUNTS &amp; AUDIT (11)</b>				
	(8 seats)	(3 seats)	(0 seats)	
Chairman:	Richard Bennett	Bob Buller		
Vice Chairman:	Ian Brown	Jonathan Hill		
	Stephen Atkinson	Stewart Fletcher		
	Louise Edge			
	Simon Hore			
	Ricky Newmark			
	David Peat			
	Richard Sherras			
<b>ECONOMIC DEVELOPMENT (15)</b>				
	(11 seats)	(3 seats)	(1 seat)	
Chairman:	Stuart Hirst	Mark French	David Birtwhistle	
Vice Chairman:	Jim Rogerson	Stewart Fletcher		
	Ruth Baxter	Bob Buller		
	Sue Bibby			
	Ian Brown			
	Judith Clark			
	Louise Edge			
	Rosie Elms			
	Mark Hindle			
	Simon Hore			
	Ged Mirfin			
<b>PARISH COUNCIL LIAISON (13)</b>				
	(10 seats)	(2 seats)	(1 seat)	
Vice Chairman:	David Peat	Jenni Schumann	Robert Thompson	
	David Berryman	Bob Buller		
	Alison Brown			
	Bridget Hilton			
	Brian Holden			
	Angeline Humphreys			
	Ged Mirfin			
	Gary Scott			
	Richard Sherras			
	Noel Walsh			

## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO COUNCIL

meeting date: TUESDAY 14 MAY 2019  
 title: REPRESENTATIVES ON OUTSIDE BODIES 2019/2020  
 submitted by:  
 principal author: CONSERVATIVE GROUP NOMINATIONS

<b>ORGANISATION</b>	<b>NUMBER OF VACANCIES</b>	<b>NOMINATIONS</b>	<b>PARENT COMMITTEE</b>	<b>NO. OF REPORTS</b>
Children's Trust	1	Stella Brunskill	Community Services	1
Lancashire Waste Partnership	1	Tony Austin	Community Services	1
Langho Football Club	1	Ruth Baxter	Community Services	1
Longridge Social Enterprise Company Limited	1	Sarah Rainford	Community Services	1
Ribble Valley Sports & Recreation (Roefield Leisure Centre)	2	Ian Brown Mark French	Community Services	1
Salesbury & Copster Green Commons Management Committee	3	Susan Bibby Stuart Hirst Louise Edge	Community Services	1
Carer's Link	1	Susan Bibby	Health & Housing	1
Calderstones NHS Partnership	1	Mark Hindle	Health & Housing	1
Environment Agency Liaison Committee	2	Allan Knox Bob Buller	Health & Housing	1
Hanson Cement Liaison Committee	5	Richard Sherras Ian Brown Allan Knox Simon O'Rourke	Health & Housing	2
Health & Wellbeing Board (LCC)	1	Bridget Hilton	Health & Housing	6

<b>ORGANISATION</b>	<b>NUMBER OF VACANCIES</b>	<b>NOMINATIONS</b>	<b>PARENT COMMITTEE</b>	<b>NO. OF REPORTS</b>
LCC Health Scrutiny Committee	1	Bridget Hilton	Health & Housing	1
East Lancs Health & Wellbeing Partnership	1	Bridget Hilton	Health & Housing	1
NW Regional Older People's Champion Network	1	Susan Bibby	Health & Housing	1
Pendle Club, Clitheroe	2	Ian Brown Jenni Schumann	Health & Housing	1
Tarmac Liaison Committee	4	Ian Brown Allan Knox Jonathan Hill Simon O'Rourke	Health & Housing	2
NW Employer's Organisation	1 + 1 substitute	Rosemary Elms Stephen Atkinson	Personnel	2
Forest of Bowland (Area of Outstanding Natural Beauty) Advisory Committee	1	Rosemary Elms	Planning & Development	1
Rural Services Network	1	Richard Sherras	Planning & Development	1
Armed Forces Champion	1	Richard Sherras	Policy & Finance	1
Clitheroe Royal Grammar School Foundation Trust	1	Stephen Atkinson	Policy & Finance	1
Citizen's Advice Bureau	3	Judith Clark Alison Brown Mary Robinson	Policy & Finance	1
Hyndburn & Ribble Valley Council for Voluntary Services	1	Richard Newmark	Policy & Finance	1
LGA General Assembly	2	Stephen Atkinson Allan Knox	Policy & Finance	1
Police & Crime Panel	2	Simon Hore Susan Bibby	Policy & Finance	2

<b>ORGANISATION</b>	<b>NUMBER OF VACANCIES</b>	<b>NOMINATIONS</b>	<b>PARENT COMMITTEE</b>	<b>NO. OF REPORTS</b>
Ribble Valley Community Safety Partnership	1	Robert Thompson Ged Mirfin	Policy & Finance	1
Ribble Valley Community Transport	1	Tony Austin	Policy & Finance	1
Whalley Educational Foundation Trust	1	Mark Hindle	Policy & Finance	1

## Minutes of Community Services Committee

Meeting Date: Tuesday, 28 May 2019 starting at 6pm  
Present: Councillor R Newmark (Chairman)

Councillors:

J E Alcock	G Mirfin
S Atkinson	S O'Rourke
T Austin	S Rainford
D Birtwhistle	M Robinson
L Edge	J Schuman
S Knox	G Scott

In attendance: Director of Community Services, Head of Cultural and Leisure Services, Head of Financial Services and Principal Accountant.

Also in attendance: Councillors B Buller, J Clark, S Fletcher, S Hore and A Knox.

### 7 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors S Carefoot and A Humphreys.

### 8 MINUTES

The minutes of the meeting held on 12 March 2019 were approved as a correct record and signed by the Chairman.

### 9 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

There were no declarations of pecuniary and non-pecuniary interest.

### 10 PUBLIC PARTICIPATION

The Chairman welcomed Mr Steve Burke, Chairman of the Clitheroe Civic Society.

Mr Burke spoke in relation to agenda item 10, Clitheroe Town Wells. He referred to the report and thanked the Council for the recognition of the wells being important cultural assets. He also urged Committee to continue taking the necessary steps to take ownership of all 3 wells to obtain the registered title.

### 11 BRIEFING ON THE WORK OF COMMUNITY SERVICES COMMITTEE

The Director of Community Services informed Committee and in particular new Councillors of several details relating to the way Committee meetings work. This included the Lead Officer and Committee Clerk for this Committee, which officers would usually attend, some rules about how the Committee is conducted and information about declarations of interest.

The Head of Cultural and Leisure Services gave a resume of the service areas covered under his remit and the Director of Community Services gave the same thing on behalf of the Head of Engineering.

## 12 APPOINTMENT OF WORKING GROUPS

The Chief Executive submitted a report asking Committee to appoint Members to any working groups under the remit of the Community Services Committee and their membership. Committee were reminded that working groups are set up by the parent Committee to aid them in reaching decisions on specific aspects of their remit. The working groups under the remit of this Committee were highlighted and the officers recommended which ones they felt should be re-established.

RESOLVED: That Committee approve the continuance of the grants, car parking and open space working groups with their membership as follows:

- Grants – Councillors R Newmark, S Atkinson, J Alcock, M Robinson.
- Car Park – Councillors R Newmark, S Atkinson, G Mirfin, A Knox.
- Open Space – Councillor S Rainford, G Scott, S Carefoot, S Knox.

## 13 CAPITAL OUTTURN 2018/2019

The Director of Resources submitted a report reviewing the final outturn of the 2018/2019 Capital Programme for this Committee and seeking Member approval for the slippage of some capital scheme budgets from the 2018/2019 financial year to the 2019/2020 financial year.

Committee were reminded that a total approved budget for this capital programme of 20 schemes was £855,520 which was revised to £812,930 in January 2019. During the financial year, Committee had received reports monitoring the progress of schemes within the programme. 16 of the 20 capital programme schemes had been completed in year totalling £723,041 which equated to 88.9% of the revised estimate budget. The report went on to highlight the 4 schemes that had not been completed and a request was made for £57,870 of slippage be transferred into the 2019/2020 financial year.

RESOLVED: That Committee approve the slippage of the following budgets into the 2019/2020 Capital Programme:

- Play area improvements 2018/2019 - £18,870
- Replacement truck (Ford) C/W Tail lift – PE60 KJJ - £37,500
- Off-street car parks – update of payment systems - £1,500

## 14 PROPOSED CAR PARKING ORDER: CONSIDERATION OF OBJECTIONS

The Director of Community Services submitted a report asking Committee to consider the responses received to the consultation on the proposed Car Parking Order in respect of the changes to update the Order to take account of the Traffic Management Act 2004 which came into force on 31 March 2008.

He reminded Committee that this issue had previously been considered by them including a report in January 2019 outlining the procedure to include recent

changes to the Off-Street Parking Places Order. A notice giving details of the proposed Order had been published and written objections had been invited by not later than 8 March 2019. No responses had been received to the consultation and therefore the Council could proceed to make the Order.

RESOLVED: That Committee note the response to the consultation process and agree to proceed with the making of the Car Parking Order.

15 RIBBLE VALLEY 3G – PROPOSED CHARGES

The Director of Community Services submitted a report outlining the proposed charges for the Ribble Valley 3G which was scheduled to open at the beginning of September. A contractor had been appointed to the work following the tender process for the project and work had now commenced on site and was due for completion at the beginning of September. The fees and charges which were set in the 2019/2020 budget were for the old facility and now needed to be amended to reflect the new facility being built. A charging scheme had been devised which sought to maximise income whilst acknowledging the competition with other pitches within a short drive time and the Council's own community-orientated objectives. The intention was to get clubs and other users to book for as long as possible and to pay via Direct Debit. There would be various discounts incorporated into the rates for the different types of users and length of bookings. The new facility was expected to open in September and former users of the old provision, as well as new users, would be offered the chance to book once the charging schedule was agreed.

Councillor Simon Hore was given permission to speak on this item and referred to the fact that there were no comparative charges available whilst considering the new proposed structure.

Committee discussed the various aspects of the charging structure and raised several queries.

RESOLVED: That Committee approve the proposed charges as set out below to apply from the opening of the new RV 3G.

16 PROPOSED PRICING STRUCTURE

Tennis Adult per court per hour	£12.00
Tennis Adult Space card per hour	£6.00
Junior per court per hour	£4.50
Junior Space Card per hour	£3.50
Tennis Coach fee per court per hour	£6.00

(SPACE card is the Councils' Concessionary scheme)

RV3G

5 aside (per hour) £38

Main Pitch Per Hour

1/3 peak £38

Half pitch £60

Full pitch £100

Block booking discount for casual users (not applicable to clubs):

3 months payable monthly by direct debit 5% (Sept- Dec or Jan -April)

8 months payable monthly by direct debit 10% (Sept - April)

Match fee (2 hrs, for league and cup games played under the auspices of a league with a qualified referee) £80

1 May - 31 August Summer Fee (to reflect the expected lower demand outside of the primary football season)

Full pitch £50 per hour

Half pitch £35 per hour

Community Rate (to facilitate use by groups the Council wish to encourage to use the facility to help with health issue or anti-social behaviour for example)

Full Pitch £30 per hour

Half Pitch £15 per hour

Five aside £10 per hour

Education Rate

Full Pitch £50 per hour

Half Pitch £35 per hour

Five aside £15 per hour

Community/Class room

£17.50 per hour

£15.00 per half day

£30.00 per day

17

## CLITHEROE TOWN WELLS

The Director of Community Services submitted a report providing Committee with an update on the issue of the town wells in Clitheroe. Following the last Committee the Civic Society had sought legal advice from a private practice about how ownership of the Heild and St Mary's wells could be established. This had been provided to the Council for review by the legal section, who in turn had discussed the advice given with the solicitor who provided it. The advice given was consistent with advice given by the Council's legal team, namely that there are two routes to registration where no title deeds exist. In order to apply for registration based on adverse possession, the Council would need to show evidence that the Council had taken factual possession of the land, had an intention to possess the land, had done so without the owner's consent, and these conditions had existed for at least 12 years. The Council would not be able to establish this. However it was recognised that the wells were an important cultural asset that deserve attention to maximise their value.

It was proposed that for the Council to investigate the scope of work needed to address the maintenance issue for all three wells in addition to establishing ownership of Heild and St Mar's wells, an application be made to the Heritage Lottery Fund for a small grant to carry out this work.

Committee discussed the issues surrounding the ownership of the wells and acknowledged that further investigation needed to take place to be able to take ownership of the wells and move the issue forward.

RESOLVED: That:

1. Committee authorise the Director of Community Services to make an application to the Heritage Lottery Fund for a small grant to establish ownership of St Mary's and Heild wells and determine the scope of works necessary for the future maintenance of all three town wells; and
2. the Council continues to cooperate with the Clitheroe Civic Society and the Council's legal department to establish a way forward with this issue.

18 CLITHEROE FOOD FESTIVAL 2019

The Director of Community Services submitted a report updating Committee on the progress to date on this event.

RESOLVED: That the report be noted.

19 LONGRIDGE BOWLING GREEN

The Director of Community Services submitted a report outlining the current situation with regard to the bowling green area in Towneley Gardens, Longridge.

RESOLVED: That the report be noted.

20 REPRESENTATIVES ON OUTSIDE BODIES 2019/2020

The Chief Executive submitted a report informing Committee of the Outside Bodies that were under the remit of the Community Services Committee and their membership.

RESOLVED: That the report be noted.

21 THE FUTURE OF BRING SITES

The Director of Community Services submitted a report updating Committee on the various Bring sites throughout the Ribble Valley.

RESOLVED: That the report be noted.

22 GENERAL REPORT OF THE DIRECTOR OF COMMUNITY SERVICES

The Director of Community Services submitted a report updating Committee on activities within the Directorate since the last Committee meeting. This included three late applications under the Recreation and Cultural grant scheme and two applications under the Ribble Valley in Bloom grant scheme that had been considered by the Working Group and parking information.

RESOLVED: That the report be noted.

The meeting closed at 7.48pm

If you have any queries on these minutes please contact John Heap (414461).

## Minutes of Planning and Development Committee

Meeting Date: Thursday, 30 May 2019 starting at 6pm  
Present: Councillor A Brown (Chairman)

Councillors:

T Austin	S Knox
I Brown	S O'Rourke
B Buller	J Rogerson
J Clark	R Sherras
M French	R Thompson
B Holden (6.20pm)	N Walsh

In attendance: Director of Economic Development and Planning, Head of Legal and Democratic Services, Principal Planning Officer, Head of Financial Services and Principal Accountant.

Also in attendance: Councillors A Knox, M Hindle, S Rainford and J Schumann.

### 23 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors S Carefoot and A Humphreys.

### 24 MINUTES

The minutes of the meeting held on 11 April 2019 were approved as a correct record and signed by the Chairman.

### 25 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

There were no declarations of pecuniary and non-pecuniary interest.

### 26 PUBLIC PARTICIPATION

There was no public participation.

### 27 BRIEFING ON THE WORK OF PLANNING AND DEVELOPMENT COMMITTEE

The Director of Economic Development and Planning informed Committee of the arrangements for the Planning and Development Committee including details as to Lead Officer, Committee Clerk and Officers that would usually attend this Committee. She explained how the individual planning applications are dealt with, with regard to speakers and Ward Councillors and asked that all the debate takes place through the Chairman.

She also explained the colour coding of the agenda and reminded Members to dispose of Part 2 items properly.

Terms of Reference for the Committee were circulated for Members' information and a brief explanation of Declarations of Pecuniary and Non-Pecuniary Interest was given.

28 APPOINTMENT OF WORKING GROUPS

The Chief Executive submitted a report asking Committee to appoint Members to any Working Groups under the remit of the Planning and Development Committee and their membership for 2019/20. The Local Development Plan is the only Working Group under the remit of this Committee at the present time and it was resolved to have 5 Conservatives and 1 Other on this group.

RESOLVED: That Committee approve the continuance of the Local Development Plan Working Group with the following Membership:

- Alison Brown;
- Richard Sherras;
- Jim Rogerson;
- Noel Walsh;
- Judith Clark; and
- Robert Thompson.

29 PLANNING APPLICATIONS UNDER THE TOWN AND COUNTRY PLANNING ACT 1990:

1. APPLICATION REF: 3/2019/0304/P  
GRID REF: SD 373947 438343

**DEVELOPMENT DESCRIPTION:**

NEW OFFICE DEVELOPMENT AT LAND AT BARROW BROOK ENTERPRISE PARK, BARROW BB7 9BQ

The Principal Planning Officer reported on two additional conditions regarding trees.

(Councillor B Holden joined the meeting.)

APPROVED subject to the following:

1. The development must be begun not later than the expiration of three years beginning with the date of this permission.

REASON: Required to be imposed pursuant to Section 91 of the Town and Country Planning Act 1990

2. Unless explicitly required by condition within this consent, the development hereby permitted shall be carried out in complete accordance with the proposals as detailed on drawings:
  - Proposed Location Plan – Dwg No BS.18-040/01 Rev A

- Proposed Cycle store – Brochure and specification received on 29/04/19
- Proposed Site Plan – BS.18-040-03 Rev B
- Proposed Bin Store Detail BS.18-040-06
- Proposed Elevations and Floor Plan – Dwg No BS.18-040/04 Rev A
- BS.18-040 – Barrow Brook Lighting Calculation
- BS.18-040/04 – Lighting location plan

REASON: For the avoidance of doubt and to clarify which plans are relevant to the consent.

3. Prior to the commencement of any development, a surface water drainage scheme, based on the hierarchy of drainage options in the National Planning Practice Guidance with evidence of an assessment of the site conditions shall be submitted to and approved in writing by the Local Planning Authority. The surface water drainage scheme must be in accordance with the Non-Statutory Technical Standards for Sustainable Drainage Systems (March 2015) or any subsequent replacement national standards. In the event of surface water draining to the public sewer, the pass forward flow rate to the public sewer must be restricted to 5 l/s.

REASON: To promote sustainable development, secure proper drainage and to manage the risk of flooding and pollution. This condition is imposed in light of policies within the NPPF and NPPG.

4. Foul and surface water shall be drained on separate systems.

REASON: To secure proper drainage and to manage the risk of flooding and pollution.

#### *Amenity*

5. The development hereby approved shall only be operated between the following hours:

- 09:00 to 17.30 Monday to Saturday

There shall be no business operated from the premises or site outside the stated operating hours including Sundays or Bank Holidays.

REASON: To comply with the terms of the application and in the interests of protecting the residential amenities of nearby residents.

6. This permission shall relate to the Lighting Calculation document BS.18-040 received on the 17/05/19 and plan reference BS.18-040/04 Rev A which shows the location of the lighting.

REASON: To enable the Local Planning Authority to exercise control over development which could prove materially harmful the character and visual amenities of the immediate area and to minimise/mitigate the potential impacts upon protected species resultant from the development.

7. This permission shall be in full accordance with the details contained in the Construction Method Statement and Traffic Management Plan received on the 29/05/19. The operation of the site shall not deviate from the plan and wheel washing shall be made available for the full period of construction.

REASON: in the interest of highway safety and safeguarding residential amenity.

8. The cycling facilities in accordance with Proposed Site Plan BS.18-040/03 Rev A and brochure showing Wardale-BXMW/WAR received on 29/04/19 shall be constructed before the use of the premises hereby permitted becomes operative.

REASON: To allow for the effective use of the parking areas.

9. This permission shall be in strict accordance with arboricultural report dated February 2017 and Tree protection plan REF BTC1266-TPP. The trees within the application site area and in the Construction Exclusion Zone shall be enclosed with temporary fencing during the development of the site.

REASON: In order to protect the existing trees.

10. Notwithstanding the submitted details, within 3 months of the commencement of this development full details of the landscaping scheme for the site shall be submitted to and approved in writing by the Local Planning Authority. The landscaping scheme shall include details of the type, species, siting, planting distances and programme of planting of any trees, hedges and shrubs. The duly approved landscaping scheme shall be implemented in the first planting season following occupation or use of the development, whether in whole or part and shall be maintained thereafter for a period of not less than 10 years to the satisfaction of the Local Planning Authority. This maintenance shall include the replacement of any tree or shrub which is removed, or dies, or is seriously damaged, or becomes seriously diseased, by a species of similar size to those originally planted.

REASON: In order to achieve a satisfactory level of landscaping in the interests of visual amenity and highway safety.

2. APPLICATION REF: 3/2019/0366

GRID REF: SD 372904 441529

DEVELOPMENT DESCRIPTION:

VARIATION OF CONDITIONS 2 (APPROVED PLANS), 7 (FLOODLIGHTING) AND 10 (PEDESTRIAN ACCESS) FROM PLANNING PERMISSION 3/2018/0372 TO ALLOW THE HEIGHT OF THE FLOODLIGHTS TO BE REDUCED FROM 10M TO 8M IN HEIGHT AND THE NUMBER OF LIGHTS TO BE INCREASED FROM 4 COLUMNS TO 6 COLUMNS. PATH TO BE RE-ROUTED. NEW PATH TO BE 3M WIDE AT PLAYING FIELD, EDISFORD ROAD, CLITHEROE BB7 3LA

The Principal Planning Officer reported upon an amendment to condition 9.

APPROVED subject to the imposition of the following condition(s):

*Time*

1. The development must be begun not later than the expiration of three years from 3rd August 2018

REASON: Required to be imposed pursuant to Section 91 of the Town and Country Planning Act 1990.

*Plan related*

2. Unless explicitly required by condition within this consent, the development hereby permitted shall be carried out in complete accordance with the proposals as detailed on drawings:

Title	Reference
Fence and Floodlighting elevations	Drwg RVBCRO19 Rev A
Lighting layout Plan	Drwg RVBCRO19-12 Rev A
Layout Plan	Drwg RVBCRO19-03 Rev A
Site Location plan	SSL2464 00

REASON: For the avoidance of doubt and to clarify which plans are relevant to the consent.

*Materials*

3. Notwithstanding the submitted information full details of the materials and height of the wall to block up the existing gateway as shown on Drwg RVBCRO19-03 Rev A shall have been submitted to and approved in writing by the Local Planning Authority prior to their use on site. Such details shall include the type, colour and texture of the materials. The development shall thereafter be implemented in accordance with the duly approved materials.

REASON: In order that the Local Planning Authority may ensure that the materials to be used are appropriate to the locality.

*Highways*

4. The existing gateway shall be blocked off and pathway shown on Drwg RVBCRO19-03 Rev A shall be constructed before the commencement of use of the pitches and thereafter retained.

REASON: In the interest of highway safety.

*Drainage*

5. The drainage for the development shall be carried out in accordance with FRA dated 4 April 2018. No surface water shall drain directly or indirectly into the public sewer.

REASON: To ensure satisfactory means of foul and surface water

*Amenity*

6. The development approved shall only be used between the hours of 0800-2200 Monday to Friday and 0830 to 1900 hours Saturday and Sunday with the floodlights switched off no later than 15 minutes after the permitted hours.

REASON: In order to protect the amenities of existing residents

*Lighting*

7. The external lighting shall be in full accordance with the lighting report appendix A and plans submitted with the application. Only the duly approved lighting shall be installed.

REASON: In order to ensure a satisfactory appearance in the interests of visual amenity and to prevent nuisance arising.

*Highways*

8. For the full period of construction, facilities shall be available on site for the cleaning of the wheels of vehicles leaving the site and such equipment shall be used as necessary to prevent mud and stones being carried onto the highway. The roads adjacent to the site shall be mechanically swept as required during the full construction period.

REASON: To prevent stones and mud being carried onto the public highway to the detriment of road safety.

9. The development shall be undertaken in strict accordance with the submitted 'Construction Phase Health and Safety Plan' and 'Risk Assessment- Method Statements' received 28th May 2019 throughout the construction period.

REASON: To protect existing road users in the interest of highway safety

3. APPLICATION REF: 3/2019/0012

GRID REF: SD 373327 437917  
DEVELOPMENT DESCRIPTION:

FULL PLANNING PERMISSION FOR DETAILS OF THE LAYOUT, SCALE AND APPEARANCE OF BUILDINGS AND LANDSCAPING OF A RESIDENTIAL DEVELOPMENT OF 233 DWELLINGS AND ASSOCIATED WORKS ON LAND SOUTH WEST OF BARROW AND WEST OF WHALLEY ROAD, BARROW

The Principal Planning Officer reported that the developers had agreed to a 2 year commencement date and condition 14 had been amended.

DEFERRED and DELEGATED to the Director of Economic Development and Planning for approval following the satisfactory completion of a Legal Agreement and negotiation in respect of the height of the dwellings fronting Whalley Road to not exceed 8m in height, within 3 months from the date of this Committee meeting or delegated to the Director of Economic Development and Planning in conjunction with the Chairperson and Vice Chairperson of Planning and Development Committee should exceptional circumstances exist beyond the period of 3 months and subject to the conditions listed in the Committee report and amended conditions 1 and 14 as follows:

1. The development must be begun not later than the expiration of two years beginning with the date of this permission.

REASON: Required to be imposed by Section 51 of the Planning and Compulsory Purchase Act 2004.

### *Plans*

2. Unless explicitly required by condition within this consent, the development hereby permitted shall be carried out in complete accordance with the proposals as detailed on drawings:

- DWH/WRB/SL01 Rev K – Proposed Site Layout (amended plan received 17/05/19)
- DWH/WRB/CSL/06 – Colour Site Layout (amended plan received 20/03/19)
- DWH/WRB/MP/05 – Materials Plan (amended plan received 13/03/19)
- DWH/WRB/BTP/02 – Boundary Treatment Plan (amended plan received 13/03/19)
- DWH/WRB/WMP/04 – Waste Management Plan (amended plan received 18/03/19)
- DWH/WRB/AFF/M401 – Affordable & M4 (2) Complaint Dwellings (amended plan received 25/04/19)
- 5838.17 – Landscape Proposals (extract for Mews Plots) (amended plan received 18/03/19)
- 5838.18 - Landscape Proposal 1 of 7 (amended plan received 22/03/19)
- 5838.19 - Landscape Proposal 2 of 7 (amended plan received 22/03/19)
- 5838.20 - Landscape Proposal 3 of 7 (amended plan received 22/03/19)
- 5838.21 - Landscape Proposal 4 of 7 (amended plan received 22/03/19)
- 5838.22 - Landscape Proposal 5 of 7 (amended plan received 22/03/19)
- 5838.23 - Landscape Proposal 6 of 7 (amended plan received 22/03/19)
- 5838.24 - Landscape Proposal 7 of 7 (amended plan received 22/03/19)
- 5838.25 - Landscape Proposal Full Site (amended plan received 22/03/19)
- DWH/WRB/StS/07 – Street Scenes (amended plan received 05/04/19)
- 6241 02-00 Rev A – Impermeable Access Plan (amended plan received 13/03/19)
- DWH/WRBSS/08 – Site Section (amended plan received 05/04/19)
- DWH/WRB/SHP/03 – Storey Height Plan (amended plan received 05/04/19)
- 5838.02 Rev C – Tree Protection Plan (amended plan received 18/03/19)

- 20284 600 01 Rev C – External Works 1 of 3 (received 01/05/19)
- 20284 600 02 Rev C – External Works 2 of 3 (received 01/05/19)
- 20284 600 03 Rev C – External Works 3 of 3 (received 01/05/19)
- 6241 02-08-01 Rev B – External Levels 1 of 2 (received 01/05/19)
- 6241 02-08-02 Rev B – External Levels 2 of 2 (received 01/05/19)
- 19780/LAN – Play equipment details
- 19780rev1/LAN – Play Equipment Plan
- 2366-D001 Rev A - D001 General Arrangement
- 6241 02-03 Rev E – Adoptable Drainage Layout (amended plan received 16/05/19)

### *House Types*

- CE2 House Type (amended plan received 13/03/19)
- CE1 End /CE3 Mid Rev F (amended plan received 13/03/19)
- Maidstone Classic (End) BMAI 00CE-01 Rev B (amended plan received 13/03/19)
- Maidstone Classic (End) (stone) BMAI 00CE-01 Rev B (amended plan received 13/03/19)
- Maidstone Classic (Mid) BMAI 00CI-01 Rev D (amended plan received 13/03/19)
- Kingsley Classic (Det) BKEY 00CD-01 Rev C (amended plan received 13/03/19)
- Hale Classic (Det) BHAL 00CD-12 Rev A (amended plan received 13/03/19)
- Alderney Classic (Det) BALD 00CD-01 Rev D (amended plan received 13/03/19)
- Moresby Classic (End) BMMS 00CE-01 Rev B (amended plan received 13/03/19)
- Moresby Classic (Det) BMMS 00CD-01 Rev C (amended plan received 13/03/19)
- Radleigh Classic (Det) BRAD 00CD-01 Rev D (amended plan received 13/03/19)
- TYPE 50 B50F 00EC/B50F 00MC-01 Rev B (amended plan received 13/03/19)
- TYPE 52 B52A 00EC/B52A 00MC 01 Rev A (amended plan received 13/03/19)
- Single Garage – Elevations LSG1H8 (amended plan received 13/03/19)
- Single Garage – Floor Plan LSG1H8 (amended plan received 13/03/19)
- 2 x Single Garage – Elevations LDG2H8 (amended plan received 13/03/19)
- 2 x Single Garage – Floor Plan LDG2H8 (amended plan received 13/03/19)
- AA31 AA31/7/PL1 A (amended plan received 13/03/19)
- AA31 AA31/7/PL2 A (amended plan received 13/03/19)
- AA31 AA31/7/PL3 (amended plan received 13/03/19)
- Barrowdale BA23/7/PL1 A (amended plan received 13/03/19)
- Barrowdale BA23/7/PL2 A (amended plan received 13/03/19)
- Ashenford NA20/7PL2 A (amended plan received 13/03/19)

- Ashenford NA20/7PL4 (amended plan received 13/03/19)
- Ashenford NA20 NA20/7PL1 A (amended plan received 13/03/19)
- Manford NA44/7/PL1 B (amended plan received 20/05/19)
- Manford NA44/7/PL2 B (amended plan received 20/05/19)
- Braxton NB31/7/PL1 A (amended plan received 13/03/19)
- Braxton NB31/7/PL2 A (amended plan received 13/03/19)
- Braxton NB31/7/PL3 A (amended plan received 13/03/19)
- Coltham ND40/7/PL1 A (amended plan received 13/03/19)
- Coltham ND40/7/PL3 A (amended plan received 13/03/19)
- Gosford PA34/7/PL1 A (amended plan received 13/03/19)
- Gosford PA34/7/PL2 A (amended plan received 13/03/19)
- Gosford PA34/7/PL3 A (amended plan received 13/03/19)
- Gosford PA34/7/PL4 (amended plan received 13/03/19)
- Lydford PA42/7/PL1 A (amended plan received 13/03/19)
- Lydford PA42/7/PL2 A (amended plan received 13/03/19)
- Lydford PA42/7/PL3 A (amended plan received 13/03/19)
- Amersham PD30/7/PL1 A (amended plan received 13/03/19)
- Amersham PD30/7/PL2 A (amended plan received 13/03/19)
- Easedale PT36/7/PL1 A (amended plan received 13/03/19)
- Easedale PT36/7/PL2 A (amended plan received 13/03/19)
- Easedale PT36/7/PL3 A (amended plan received 13/03/19)
- Single Garage GAR21/7/PL1 A (amended plan received 13/03/19)
- Single Garage – Stone GAR22/7/PL1 A (amended plan received 13/03/19)

REASON: For the avoidance of doubt and to clarify which plans are relevant to the consent.

#### *Materials*

3. The dwellings hereby permitted shall be constructed in complete accordance with the material details included on DWH/WRB/MP/05 – Materials Plan (amended plan received 13/03/19).

REASON: In order that the Local Planning Authority may ensure that the materials to be used are appropriate to the locality

#### *Details*

4. The development shall only be carried out in conformity with the level details included on the following drawings:
  - 20284 600 01 Rev C – External Works 1 of 3 (01/05/19)
  - 20284 600 02 Rev C – External Works 2 of 3 (01/05/19)
  - 20284 600 03 Rev C – External Works 3 of 3 (01/05/19)
  - 6241 02-08-01 Rev B – External Levels 1 of 2 (01/05/19)
  - 6241 02-08-02 Rev B – External Levels 2 of 2 (01/05/19)

Prior to the occupation of each dwelling verification that the dwelling has been constructed in accordance with the approved level shall be submitted to and approved in writing by the Local Planning Authority.

REASON: To protect the appearance of the locality and in the interests of the amenities of local residents.

*Residential Amenity*

5. No building or engineering operations within the site or deliveries to and from the site shall take place other than between 07:30 hours and 18:00 hours Monday to Friday and between 08:30 hours and 14:00 hours on Saturdays, and not at all on Sundays or Bank Holidays.

REASON: In order to protect the amenities of existing residents and land uses.

6. Notwithstanding the requirements of condition 2 of this approval, the following windows shall be obscurely glazed to a minimum of level 3 on the Pilkington Scale (where 1 is the lowest and 5 the greatest level of obscurity) and shall be non-opening unless the parts of the window which can be opened are more than 1.7 metres above the floor level of the room in which the window is installed:

- Ground floor (lounge) and first floor (bathroom) windows in the side elevation of the Type 50 and Type 52;
- Ground floor (lounge) and first floor (en-suite) windows in the side elevation of the Maidstone;
- First floor (bathroom, landing and en-suite) windows in side elevation of the Kingsley;
- First floor (en-suite and bedroom 2) windows in side elevation of the Hale;
- First floor (bedroom 1) window in the side elevation of the Radleigh;
- Ground floor (WC/utility) and first floor (bedroom 2) in the side elevation of the Manford (plot 4);
- First floor (landing) window in the side elevation of the Coltham;
- First floor (en-suite) window in the side elevation of the Lydford (plots 27 & 113);
- First floor (bathroom) window in the side elevation of the Amersham.

The duly installed window shall be retained as such thereafter.

REASON: To ensure satisfactory levels of amenity for future residents of the proposed development.

7. The development hereby approved shall adhere to the measures detailed within Section 4 - "Recommended Noise Mitigation Scheme" of the submitted "Noise Mitigation Assessment" (Report No: P18-496-R01v4 – January 2019).

REASON: To ensure satisfactory levels of amenity for future residents of the proposed development.

## *Highways*

8. The new access junction with Whalley Road shall be constructed in accordance with the Lancashire County Council Specification for Construction of Estate Roads to at least base course level for a distance of 25m into the application site prior to this access being first brought into use.

REASON: To ensure that a satisfactory access is provided before it is brought into use.

9. Prior to commencement of development the detailed specifications of the off-site works of highway improvement shall be submitted to, and approved in writing by, the Local Planning Authority. The off-site highway works shall be completed in accordance with the approved details prior to first occupation.

REASON: In order to ensure that the final details of the highway works are acceptable before work commences on site.

REASON FOR PRE-COMMENCEMENT: The off-site highway works need to be agreed before works can commence on site.

10. Any access junction created from the existing highway into the north of the site to facilitate construction traffic shall be constructed in accordance with the Lancashire County Council Specification for Construction of Estate Roads to at least base course level prior to the access being first brought into use.

REASON: To ensure that a satisfactory access is provided before it is brought into use.

11. Within three months of commencement of development on site, details of the proposed arrangements for future management and maintenance of the proposed streets within the development shall be submitted to and approved in writing by the local planning authority. [The streets shall thereafter be maintained in accordance with the approved management and maintenance details until such time as an agreement has been entered into under Section 38 of the Highways Act 1980 or a private management and maintenance company has been established].

REASON: In the interest of highway safety, to ensure a satisfactory appearance to the highways infrastructure serving the approved development and to safeguard the visual amenities of the locality.

12. Within three months of commencement of development an Estate Street Phasing and Completion Plan shall be submitted to and approved in writing by the Local Planning Authority. The estate street phasing and completion plan shall set out the development phases and the standards that estate streets serving each phase of the development will be completed. The development thereafter shall be completed in accordance with the approved plan and no dwelling shall be occupied until the estate street(s) affording access to those dwelling(s) has been completed in accordance with the Estate Street Phasing and Completion Plan.

REASON: To ensure that the estate streets serving the development are completed and thereafter maintained to an acceptable standard in the interest of residential/highway safety. To ensure a satisfactory appearance to the highways infrastructure serving the development and to safeguard the visual amenities of the locality and users of the highway, in accordance with the development plan.

13. Within three months of commencement of development, full engineering, drainage, street lighting and constructional details of the streets shall be submitted to and approved in writing by the local planning authority. The development shall, thereafter, be constructed in accordance with the approved details and retained as such thereafter.

REASON: In the interest of highway safety; to ensure a satisfactory appearance to the highways infrastructure serving the approved development; and to safeguard the visual amenities of the locality and users of the highway in accordance with the Development Plan.

14. No development shall take place, including any works of demolition, until a construction method statement has been submitted to and approved in writing by the Local Planning Authority. The approved statement shall be adhered to throughout the construction period. It shall provide details in respect of:

- timing of delivery of all off site highway works;
- the parking of vehicles of site operatives and visitors;
- the loading and unloading of plant and materials;
- the storage of plant and materials used in constructing the development;
- the erection and maintenance of security hoarding;
- contact details for the site manager;
- periods when plant and materials trips should not be made to and from the site (mainly peak hours but the developer to identify times when trips of this nature should not be made);
- routes to be used by vehicles carrying plant and materials to and from the site- to include details and locations of appropriate signage to ensure that the route is clear and identifies which narrow, unsuitable roads should be avoided by construction traffic;
- measures to ensure that construction and delivery vehicles do not impede access to adjoining properties;
- details of wheel washing facilities and road sweeper (where necessary).

REASON: In order to ensure that appropriate measures are put in place to limit noise, nuisance and disturbance to the occupiers of neighbouring dwellings and to ensure the development would not be of detriment to the safe operation of the immediate highway during the construction of the development.

REASON FOR PRE-COMMENCEMENT: This information needs to be provided and agreed before any workman or machinery enter the site to ensure the safety of surrounding road users.

15. No heavy goods vehicles (exceeding a gross vehicle weight of 7.5T) shall enter or leave the site, as edged in red on the submitted Site Boundary Plan in connection with the construction of the development hereby permitted between the hours of 0830 and 0930, and 1500 and 1600 hours, Monday to Friday inclusive except during school holidays.

REASON: In order to prevent conflict with existing road users during peak hours.

16. Each dwelling shall have been provided with an electric vehicle charging point in a location suitable to enable electric vehicles to be charged at the dwelling prior to first occupation.

REASON: To ensure that the development provides adequate and appropriate sustainable transport options and in the interest of lowering emissions resultant from vehicular movements associated with the development.

17. The garage(s) serving the Plot numbers listed below shall be kept freely available for the parking of cars and no works, whether or not permitted by the provisions of the Town and Country Planning (General Permitted Development) Order 2015 or any order amending or revoking and re-enacting that order, shall be undertaken to alter or convert the space into living or other accommodation:

Plots – 1, 4, 5, 8, 9, 10, 16, 27, 28, 33, 38, 43, 44, 45, 46, 50, 55, 60, 62, 63, 68, 71, 72, 73, 75, 126, 127, 128, 129, 130, 149, 165, 166, 167, 168, 176, 179, 180, 181, 182, 183, 184, 185, 186, 199, 200, 201, 202, 203, 204, 231, 233.

REASON: In the interests of visual amenity and to facilitate adequate vehicle parking and/or turning facilities to serve the dwelling.

18. All car parking and manoeuvring areas, shown on the approved plans, shall be marked out and made available for use before each dwelling, to be served by such areas, is brought into use. The approved parking and manoeuvring areas shall be permanently maintained as approved thereafter.

REASON: To allow for the effective use of the parking areas.

19. Prior to the occupation of the first dwelling, a travel plan (TP) detailing the measures and targets to encourage sustainable modes of transport, including but not limited to walking, cycling and use of public transport, shall be submitted to and approved in writing by the Local Planning Authority.

The measures included within the TP shall demonstrate how they will reduce car trips per household in accordance with the submitted Travel Plan (dated October 2018 ref: 2359).

The TP shall first be reviewed within 9 months of the occupation of the 60th dwelling and thereafter every 12 months for a period of 5 years from the occupation of the 60th dwelling.

A monitoring report shall be submitted to and approved in writing by the Local Planning Authority following each review period. The report shall include full details of the measured indicators including, but not limited to i) pedestrian movements to/ from the development; ii) cycle movements to/ from the development; iii) use of public transport and confirmation as to whether the approved targets have been achieved.

In the event that the targets are not being met the report shall include intervention measures to ensure the targets are met.

REASON: To promote and provide access to sustainable transport options

#### *Railway line*

20. Prior to any works being undertaken within 10m of the operational railway, a Risk Assessment and Method Statement (RAMS) shall have been submitted and approved in writing by the Local Planning Authority. All development within 10m of the operational railway shall be carried out in complete accordance with the agreed RAMS.

REASON: In order to protect the assets on the adjacent railway.

21. Prior to occupation of any dwelling, details of a trespass proof fence, to be erected along the western boundary of the site, shared with the railway, including a timetable for its erection, shall have been submitted for the written approval of the Local Planning Authority. The fence shall be erected in accordance with the approved details and retained in perpetuity thereafter.

REASON: In order to protect the assets on the adjacent railway.

#### *Ecology and trees*

22. The development hereby approved shall be carried out in complete accordance with the recommendations and ecological enhancement measures detailed within Section 5 of the submitted Ecological Survey and Assessment (Ref: 2018-293 October 2018).

REASON: In the interests of biodiversity and to enhance opportunities for species of conservation concern and reduce the impact of development.

23. No above ground level works shall commence or be undertaken on the construction of any dwelling until details of the provisions to be made for building dependent species of conservation concern, artificial bird nesting boxes and artificial bat roosting sites have been submitted to, and approved in writing by the Local Planning Authority.

For the avoidance of doubt the details shall be submitted on a dwelling/building dependent bird/bat species site plan and include details of plot numbers and the numbers (there shall be at least 1 nest brick/bat tile per dwelling) of artificial bird nesting boxes and artificial bat roosting site per

individual dwelling and type. The details shall also identify the actual wall and roof elevations into which the above provisions shall be incorporated.

The artificial bird/bat boxes shall be incorporated into those individual dwellings during construction and be made available for use before each such dwelling is occupied and thereafter retained. The development shall be carried out in strict accordance with the approved details.

REASON: In the interests of biodiversity and to enhance nesting/roosting opportunities for species of conservation concern and protected species.

24. All trees identified to be retained on approved plan "Tree Protection Plan" – 5838.02 Rev C shall be enclosed with temporary protective fencing in accordance with BS5837:2012 [Trees in Relation to Demolition, Design & Construction]. The fencing shall be retained during the period of construction and no work, excavation, tipping, or stacking/storage of materials shall take place within such protective fencing during the construction period.

REASON: To ensure that existing trees are adequately protected during construction in the interests of the visual amenity of the area.

25. Any removal of vegetation, including trees and hedges, should be undertaken outside the nesting bird season (March to August) unless an up-dated pre-clearance check has by carried out by a licensed ecologist on the day of removal and no nesting birds are present. The up-dated pre-clearance check shall be have submitted to the Local Planning Authority prior to the removal of any trees and/or hedges.

REASON: To ensure that there are no adverse effects on the favourable conservation status of birds and to protect the bird population from damaging activities.

26. No development, including any site preparation, scrub/hedgerow clearance or tree works/removal shall commence or be undertaken on site place until a detailed method statement for the removal or long-term management/eradication of Himalayan Balsam on the site has been submitted to and approved in writing by the Local Planning Authority. The method statement shall include proposed measures to prevent the spread of Himalayan Balsam during any operations such as mowing, strimming or soil movement. It shall also contain measures to ensure that any soils brought to the site are free of the seeds/ root / stem of any invasive plant covered under the Wildlife and Countryside Act 1981. Development shall thereafter proceed in strict accordance with the duly approved method statement.

REASON: Himalayan Balsam is an invasive plant, the spread of which is prohibited under the Wildlife and Countryside Act 1981. Without measures to prevent its spread as a result of the development there would be the risk of an offence being committed and avoidable harm to the environment.

REASON FOR PRE-COMMENCEMENT CONDITIONS: The removal of invasive species from the site needs to take place prior to work commencing on site.

27. No above ground works shall commence on site until details of a scheme for any external building or ground mounted lighting/illumination, shall have been submitted to and approved in writing by the local planning authority.

For the avoidance of doubt the submitted details shall include luminance levels and demonstrate how any proposed external lighting has been designed and located to avoid excessive light spill/pollution and shall include details to demonstrate how artificial illumination of important wildlife habitats is minimised/mitigated.

The lighting schemes shall be implemented in accordance with the approved details and retained as approved

REASON: To enable the Local Planning Authority to exercise control over development which could prove materially harmful the character and visual amenities of the immediate area and to minimise/mitigate the potential impacts upon protected species resultant from the development

28. Notwithstanding the submitted details or the requirements of condition 2, prior to any dwelling being occupied, details/elevations at a scale of not less than 1:20 of the proposed boundary walling, gates and fencing shall have been submitted to and approved by the Local Planning Authority and these details shall identify the measures to be taken to encourage habitat connectivity throughout the site. The development shall be carried out in strict accordance with the approved details.

REASON: In order that the Local Planning Authority may ensure that the detailed design of the proposal is appropriate to the locality and to enhance biodiversity.

29. Within three months of commencement of development on site, a scheme/timetable of phasing for the approved landscaping areas shall have been submitted for the written approval of the Local Planning Authority. The development shall be carried out in strict accordance with the duly approved timings and phasing's and the areas which are landscaped shall be retained as landscaped areas thereafter. Any trees or shrubs removed, dying, being severely damaged or becoming seriously diseased within five years of planting shall be replaced by trees or shrubs of similar size and species to those originally required to be planted.

REASON: To ensure the proposed landscaped areas are provided on a phase by phase basis.

30. Prior to occupation of the first dwelling, a landscape management plan including long term design objectives, management responsibilities and maintenance schedules for all landscaped areas referred to in condition 29 (other than within curtilages of buildings), shall be submitted to and approved in writing by the Local Planning Authority. The site thereafter shall be managed and maintained in accordance with the approved plan for a minimum period of 25 years.

REASON: To ensure the proper long-term management and maintenance of the landscaped areas in the interests of visual amenity and biodiversity enhancement.

*Play areas and public footpaths*

31. Prior to occupation of any dwelling hereby approved, a Management Plan detailing a timetable for the implementation of the proposed areas of open space, public footways and play equipment (including any associated benches or seating areas), along with details of their future management and maintenance shall have been submitted for the written approval of the Local Planning Authority. The areas of open space, public footways and play equipment shall be made available for use, managed and maintained in complete accordance with the approved Management Plan and retained as such thereafter.

REASON: To ensure that the application includes adequate areas on-site public open space provision

*Drainage*

32. The drainage for the development hereby approved, shall be carried out in accordance with principles set out in the submitted Foul & Surface Water Drainage Design Drawing 6241 02-03, Rev A - Dated 05/12/18 which was prepared by Lees Roxburgh. No surface water will be permitted to drain directly or indirectly into the public sewer. The development shall be completed in accordance with the approved details.

REASON: To ensure a satisfactory form of development and to prevent an undue increase in surface water run-off and to reduce the risk of flooding.

33. No development shall commence until final details of the design, based on sustainable drainage principles, and implementation of an appropriate surface water sustainable drainage scheme have been submitted to and approved in writing by the local planning authority. The scheme shall include, as a minimum:
- a) Information about the lifetime of the development, design storm period and intensity, temporary surface water storage facilities, details of the methods employed to delay and control surface water discharged from the site, details of any measures taken to prevent flooding and pollution of the receiving groundwater and/or surface waters, including watercourses, and details of flood levels in AOD;
  - b) The drainage strategy should demonstrate that post development surface water run-off from the application site will not exceed the existing pre-development runoff rate for the corresponding rainfall event.
  - c) A site layout plan showing flood water exceedance routes, both on and off site;
  - d) A timetable for implementation, including phasing as applicable;
  - e) Details of water quality controls, where applicable;

- f) Details of an appropriate management and maintenance plan for the surface water drainage scheme for the lifetime of the development. This should also include details regarding the future management and maintenance of any ordinary watercourses located within or adjacent to the application site.

The scheme shall be implemented in accordance with the approved details prior to first occupation of any of the approved dwellings, or completion of the development, whichever is the sooner. Thereafter the drainage system and ordinary watercourses shall be retained, managed and maintained in accordance with the approved scheme.

REASON: To ensure that the proposed development can be adequately drained, to ensure that there is no flood risk on or off the site resulting from the proposed development, to ensure that water quality is not detrimentally impacted by the development proposal and to reduce the flood risk to the development as a result of inadequate maintenance.

34. No development shall commence until details of how surface water and pollution prevention will be managed during each construction phase have been submitted to and approved in writing by the local planning authority.

REASON: To ensure that the construction phase of development does not pose an undue risk on site or elsewhere and to prevent flooding arising from the development.

REASONS FOR PRE-COMMENCEMENT CONDITIONS (33 & 34): Drainage is not only a material consideration but an early and fundamental activity in the ground construction phase of any development and it is likely to be physically inaccessible at a later stage by being buried or built over. It is of concern to all flood risk management authorities that an agreed approach is approved before development commences to avoid putting existing and new communities at risk.

## INFORMATIVES

- The grant of planning permission will require the applicant to enter into an appropriate Legal Agreement, with the County Council as Highway Authority. The Highway Authority hereby reserves the right to provide the highway works within the highway associated with this proposal. Provision of the highway works includes design, procurement of the work by contract and supervision of the works. The applicant should be advised to contact the contact the Environment Directorate for further information by telephoning the Developer Support Section (Area East) on 0300 123 6780, or writing to Developer Support Section, Lancashire County Council, Environment Directorate, Cuerden Mill Depot, Cuerden Way, Cuerden, PR5 6BJ or email [lhscustomerservice@lancashire.gov.uk](mailto:lhscustomerservice@lancashire.gov.uk)
- The developer/applicant must ensure that their proposal, both during construction, after completion of works on site and as a permanent arrangement, does not affect the safety, operation or integrity of the operational railway / Network Rail land and our infrastructure. The works on

site must not undermine or damage or adversely impact any railway land and structures. There must be no physical encroachment of the proposal onto Network Rail land, no over-sailing into Network Rail air-space and no encroachment of foundations onto Network Rail land and boundary treatments. Any future maintenance must be conducted solely within the applicant's land ownership.

- Any scaffolding which is to be constructed within 10 metres of the Network Rail / railway boundary must be erected in such a manner that at no time will any poles over-sail the railway and protective netting around such scaffolding must be installed. The applicant / applicant's contractor must consider if they can undertake the works and associated scaffolding / access for working at height within the footprint of their land ownership boundary. The applicant is reminded that when pole(s) are erected for construction or maintenance works, should they topple over in the direction of the railway then there must be at least a 3m failsafe zone between the maximum height of the pole(s) and the railway boundary.
- If vibro-compaction machinery / piling machinery or piling and ground treatment works are to be undertaken as part of the development, details of the use of such machinery and a method statement must be submitted to the Network Rail Asset Protection Engineer for agreement.
- All works shall only be carried out in accordance with the method statement and the works will be reviewed by Network Rail. The Network Rail Asset Protection Engineer will need to review such works in order to determine the type of soil (e.g. sand, rock) that the works are being carried out upon and also to determine the level of vibration that will occur as a result of the piling.
- The impact upon the railway is dependent upon the distance from the railway boundary of the piling equipment, the type of soil the development is being constructed upon and the level of vibration. Each proposal is therefore different and thence the need for Network Rail to review the piling details / method statement.

Maximum allowable levels of vibration - CFA piling is preferred as this tends to give rise to less vibration. Excessive vibration caused by piling can damage railway structures and cause movement to the railway track as a result of the consolidation of track ballast. The developer must demonstrate that the vibration does not exceed a peak particle velocity of 5mm/s at any structure or with respect to the rail track.

- The applicant must ensure that the proposal drainage does not increase Network Rail's liability, or cause flooding pollution or soil slippage, vegetation or boundary issues on railway land. Therefore, the proposal drainage on site will ensure that:
  - All surface waters and foul waters drain away from the direction of the railway boundary.
  - Any soakaways for the proposal must be placed at least 30m from the railway boundary.

- Any drainage proposals for less than 30m from the railway boundary must ensure that surface and foul waters are carried from site in closed sealed pipe systems.
  - Suitable drainage or other works must be provided and maintained by the developer to prevent surface water flows or run-off onto Network Rail's property.
  - Proper provision must be made to accept and continue drainage discharging from Network Rail's property.
  - Drainage works must not impact upon culverts on developers land including culverts/brooks etc that drain under the railway.
  - The developer must ensure that there is no surface or sub-surface flow of water towards the operational railway.
  - Rainwater goods must not discharge in the direction of the railway or onto or over the railway boundary.
- Network Rail will need to review all excavation and earthworks within 10m of the railway boundary to determine if the works might impact upon the support zone of our land and infrastructure as well as determining relative levels in relation to the railway. Network Rail would need to agree the following:
    - Alterations to ground levels
    - De-watering works
    - Ground stabilisation works

Network Rail would need to be informed of any alterations to ground levels, de-watering or ground stabilisation and we would need to agree the works on site to ensure that there is no impact upon critical railway infrastructure.

- Network Rail requests that the developer ensures there is a minimum 3 metres gap between the buildings and structures on site and the railway boundary. Less than 3m from the railway boundary to the edge of structures could result in construction and future maintenance works being undertaken on Network Rail land. This would not be acceptable. All the works undertaken to facilitate the design and layout of the proposal should be undertaken wholly within the applicant's land ownership footprint.
- The LPA and the developer (along with their chosen acoustic contractor) are recommended to engage in discussions to determine the most appropriate measures to mitigate noise and vibration from the existing operational railway to ensure that there will be no future issues for residents once they take up occupation of the dwellings.

Network Rail is aware that residents of dwellings adjacent to or in close proximity to, or near to the existing operational railway have in the past discovered issues upon occupation of dwellings with noise and vibration. It is therefore a matter for the developer and the LPA via mitigation measures and conditions to ensure that any existing noise and vibration, and the potential for any future noise and vibration are mitigated appropriately prior to construction.

- Proposals for the site should take into account the recommendations of, 'BS 5837:2012 Trees in Relation to Design, Demolition and Construction', which needs to be applied to prevent long term damage to the health of trees on

Network Rail land so that they do not become a risk to members of the public in the future.

All vegetation on site should be in line with the recommended tree matrix for the reasons outlined in the document.

<http://wcms-internet.corp.ukrail.net/community-relations/trees-and-plants/>

- Where a proposal calls for the following adjacent to the boundary with the operational railway, running parallel to the operational railway or where the existing operational railway is below the height of the proposal site:
  - hard standing areas
  - turning circles
  - roads, public highways to facilitate access and egress from developments

Network Rail would very strongly recommend the installation of suitable high kerbs or crash barriers (e.g. Armco Safety Barriers).

This is to prevent vehicle incursion from the proposal area impacting upon the safe operation of the railway.

- As the proposal includes works which may impact the existing operational railway and in order to facilitate the above, a **BAPA** (Basic Asset Protection Agreement) will need to be agreed between the developer and Network Rail. The developer will be liable for all costs incurred by Network Rail in facilitating this proposal, including any railway site safety costs, possession costs, asset protection costs / presence, site visits, review and agreement of proposal documents and any buried services searches. The BAPA will be in addition to any planning consent.

The applicant / developer should liaise directly with Asset Protection to set up the BAPA (form attached) [AssetProtectionLNWNorth@networkrail.co.uk](mailto:AssetProtectionLNWNorth@networkrail.co.uk)

(Mr Borland spoke against the above application.)

30

SECTION 106 APPLICATIONS

<u>Plan No</u>	<u>Location</u>	<u>Date to Committee</u>	<u>Number of Dwellings</u>	<u>Progress</u>
3/2018/0844	Land off Longsight Road Langho	10/1/19	42	With Legal
3/2018/0924	Land South West of Barrow & West of Whalley Road Barrow	7/2/19	39	With Legal
3/2018/0914	Land off Clitheroe Road (Lawsonsteads Phase 2) Whalley	14/3/19	188	With Applicants Solicitor
3/2018/1037	Land off Pimlico Link Road Clitheroe	11/4/19	19	With Legal

<b>Plan No</b>	<b>Location</b>	<b>Date to Committee</b>	<b>Time from First Going to Committee to Decision</b>	<b>Number of Dwellings</b>	<b>Progress</b>
3/2018/0500	Land to East Clitheroe Road Barrow	1/11/18	22 weeks	10	Decision 3/4/19

31 APPLICATIONS WITHDRAWN

<b><u>Plan No</u></b>	<b><u>Proposal</u></b>	<b><u>Location</u></b>
3/2018/0602	Felling of T1 and T2 Scott Pines	Orchard Cottage Waddington
3/2018/1046	Erection of 24 new bungalows for the over 55s (10 affordable and 14 open market dwellings)	Land south west of Clitheroe Golf Club, Whalley Road Barrow
3/2019/0040	Agricultural building for livestock (cattle and sheep), machinery and storage of feed	Field off Lower Road Dutton
3/2019/0123	Demolition of existing two storey building and erection of 2 new semi-detached dwellings to match existing	23 Bridge End Billington
3/2019/0134	Discharge of condition 10 (tree protection plan) 12 (construction management plan) and 15 (archaeology) from planning permission 3/2018/0744	3 King Street Clitheroe
3/2019/0199	Change of use from detached ancillary building to one new dwelling	23 Pendleton Road Wiswell
3/2019/0213	Replacement dwelling	21 Paris Ramsgreave
3/2019/0229	Temporary equine workers dwelling	Land adjacent to Woodfold Hall, Further Lane, Mellor
3/2019/0249	Non-material amendment from planning permission 3/2018/0427 to include white UPVC windows new canopy above garage door, new first floor bay windows above the garage door, new window configuration to rear elevation and a proposed ridge height increase on 150mm on new extension	20 Clitheroe Road Whalley
3/2019/0290	Application for a fascia and projecting signage on a place of business	3 King Street Clitheroe

<u>Application No and reason for appeal</u>	<u>Date Received/ Appeal Start Date</u>	<u>Site Address</u>	<u>Type of Appeal Procedur</u>	<u>Costs Application received</u>	<u>Date of Inquiry or Hearing if applicable</u>	<u>Progress</u>
3/2017/0961 R (Variation of S106 Ag)	25/04/2019	Land at Chapel Hill Longridge	Hearing		18/06/2019	Statement due /06/2016
3/2018/0474 R of pp	Awaiting start date from PINS	Great Mitton Hall Mitton Road Mitton	HH appeal procedure Hearing requested (to be confirmed by PINS)			
3/2018/0468 R of LBC	Awaiting start date from PINS	Great Mitton Hall Mitton Road Mitton	LB Hearing (to be confirmed by PINS)			
3/2018/0816 R of pp	22/01/2019	39 Castle View Clitheroe	HH			Appeal Dismissed 03/04/2019
3/2018/1020 R of pp	Awaiting start date from PINS	Calding Bank Cottage, Whalley Old Road, Billington	WR (to be confirmed)			
3/2018/0915 R of outline pp	19/02/19	Daniels Farm Preston Road Alston	WR			Awaiting Decision
3/2018/0688 R of outline pp	04/02/19	land off Henthorn Road Clitheroe	Inquiry		08/05/2019 09/05/2019 10/05/2019	Awaiting Decision
3/2018/1025 R of prior notification	05/02/2019	Low Laithe Barn Gisburn Road Newsholme	WR			Awaiting Decision
3/2018/0651 R of pp	01/03/2019	Land adj Glenetta Parsonage Rd Wilpshire	WR			Awaiting Decision
3/2018/0582 R of permission in principle	Awaiting start date from PINS	Land to the south of Chatburn Old Road, Chatburn	Hearing (to be confirmed by PINS)			
3/2018/0768 R of pp	27/03/2019	Land at Osbaldeston Lane, Osbaldeston	WR			Awaiting Decision
3/2018/0479 R of pp	Awaiting start date from PINS	74 Church Street Ribchester	HH			

<u>Application No and reason for appeal</u>	<u>Date Received/ Appeal Start Date</u>	<u>Site Address</u>	<u>Type of Appeal Procedur</u>	<u>Costs Application received</u>	<u>Date of Inquiry or Hearing if applicable</u>	<u>Progress</u>
3/2018/1076 R of pp	Awaiting start date from PINS	Sabden House Wesley Street Sabden	HH (to be confirmed by PINS)			
3/2018/1006 R of LBC	Awaiting start date from PINS	Sabden House Wesley Street Sabden	WR (to be confirmed by PINS)			
3/2018/1148 R of pp	Awaiting start date from PINS	Wolfen Lodge Fish House Lane Chipping	HH (to be confirmed by PINS)			

### 33 CAPITAL OUTTURN 2018/19

The Director of Resources submitted a report reviewing the final outturn of the 2018/19 Capital Programme for this Committee and seeking Member approval for the slippage of the Capital Scheme Budget from 2018/19 financial year to the 2019/20 financial year.

One scheme was approved at revised budget time by this Committee in January 2019. There had been some spend on IT Consultant input to complete the planning portal update but the implementation of the system had not yet taken place; therefore slippage of £26,420 into 2019/20 was required to complete the full scheme implementation.

RESOLVED: That Committee approve the slippage of £26,420 into the 2019/20 financial year with the introduction of planning portal link to the planning application system and planning system update scheme.

### 34 REPRESENTATIVES ON OUTSIDE BODIES 2019/20

The Chief Executive submitted a report informing Members of the Outside Bodies that are under the remit of the Planning and Development Committee and their membership.

RESOLVED: That the report be noted.

### 35 APPEALS

- (a) 3/2018/0816 – proposed new dormer windows to front and rear elevation at 39 Castle View, Clitheroe – appeal dismissed.
- (b) 3/2018/0915 – outline application for a residential development of 3no dwellings following demolition of agricultural buildings at Daniels Farm, Preston Road, Alston, Longridge – appeal dismissed.

The meeting closed at 6.38pm.

If you have any queries on these minutes please contact Nicola Hopkins (414532).

## Minutes of Licensing Sub-Committee

Meeting Date: Tuesday, 4 June 2019, starting at 4.00pm  
Present: Councillor G Mirfin (Chairman)

Councillors:

S Hirst  
N Walsh

In attendance: Solicitor and Taxi Enforcement Officer.

Also in attendance: Councillor A Knox.

### 36 APOLOGIES

There were no apologies for absence from the meeting.

### 37 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

There were no declarations of pecuniary and non-pecuniary interest.

### 38 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the fact that the following items of business be an Exempt Information under Category 1 of Schedule 12A of the Local Government Act 1972, the press and public be now excluded from the meeting.

### 39 LICENSING HEARINGS – TAXIS

The Sub-Committee received a report from the Chief Executive, which included details of a referral from the Police relating to a licensed driver. The licence holder, who held a Private Hire Driver's Licence, attended with a representative of his operator, and explained the circumstances pertaining to the referral from the Police, and responded to questions from the Sub-Committee.

At this point in the meeting Members were made aware of a non-pecuniary interest of the Chairman on the panel. Councillor A Knox took his place and Councillor N Walsh took the Chair.

The Sub-Committee considered all the circumstances, including the representations by the licence holder and his representative, and the observations of the Taxi Enforcement Officer, and determined the licence holder was a fit and proper person to hold a licence.

RESOLVED: That no action be taken with regard to the Private Hire Driver's Licence.

The meeting closed at 4.50pm.

If you have any queries on these minutes please contact Stephen Barker (413216).

## Minutes of Licensing Committee

Meeting Date: Tuesday, 4 June 2019, starting at 6.00pm  
Present: Councillor G Mirfin (Chairman)

Councillors:

R Baxter	S Hore (6.10pm)	M Robinson
R Bennett	A Knox	G Scott
B Hilton	D O'Rourke	N Walsh
S Hirst	S O'Rourke	

In attendance: Solicitor.

Also in attendance: Councillors T Austin, D Buller and S Fletcher.

### 40 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors J Alcock, D Berryman and S Rainford.

### 41 MINUTES

The minutes of the meeting held on 26 March 2019 were approved as a correct record and signed by the Chairman.

### 42 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

There were no declarations of pecuniary and non-pecuniary interest.

### 43 PUBLIC PARTICIPATION

There was no public participation.

### 44 BRIEFING ON THE WORK OF THE LICENSING COMMITTEE

The Solicitor gave a brief resume of the remit of the Licensing Committee. He informed Committee of the various members of staff and their responsibilities in relation to the Licensing Committee.

Licenses issued under the authority of the Licensing Committee include those for taxis, alcohol, gambling, scrap metal dealers and sex establishments, based on application of statutory requirements in accordance with policies formulated by the Council.

From time to time a Member of Licensing Committee may be requested to be part of a Sub-Committee to make decisions on issues. These could include applications for premises licences, where objections have arisen; the appropriate sanctions to be imposed where there have been infringements of the Council's conditions of licence for hackney carriage or private hire drivers, operators or vehicle licence holders; or whether an applicant is a fit and proper person to hold a licence.

Another element of the work of the Licensing Committee was to receive the minutes of the Ribble Valley Event Safety Advisory Committee.

The meeting closed at 6.42pm.

If you have any queries on these minutes please contact Stephen Barker (413216).

## Minutes of Health & Housing Committee

Meeting Date: Tuesday, 6 June 2019, starting at 6.00pm  
Present: Councillor B Hilton (Chairman)

Councillors:

J Alcock	B Holden (6.23pm)
S Atkinson	A Knox
T Austin	D O'Rourke
D Birtwhistle	D Peat
J Hill	M Robinson
M Hindle	R Sherras

In attendance: Chief Executive, Head of Regeneration and Housing, Head of Environmental Health Services, Strategic Housing Officer and Senior Accountant.

Not in attendance: R Elms.

Also in attendance: Councillors B Buller, J Clark, S O'Rourke and J Schumann.

### 45 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillor R Newmark.

### 46 MINUTES

The minutes of the meeting held on 21 March 2019 were approved as a correct record and signed by the Chairman.

### 47 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

There were no declarations of pecuniary and non-pecuniary interest.

### 48 PUBLIC PARTICIPATION

There was no public participation.

### 49 BRIEFING ON THE WORK OF THE HEALTH AND HOUSING COMMITTEE

The Chief Executive informed Committee of the arrangements for the Health and Housing Committee including details as to Lead Officer, Committee Clerk and Officers that would usually attend this Committee, some rules about how the Committee is conducted and information about declarations of interest. He also explained the colour coding of the agenda and reminded Members to dispose of Part 2 items properly.

Terms of Reference for the Committee were circulated for Members' information and a brief explanation of Declarations of Pecuniary and Non-Pecuniary Interest was given.

The Head of Regeneration and Housing, the Head of Environmental Health Services and the Strategic Housing Officer gave resumes of the service areas covered under their remits.

50 APPOINTMENTS TO WORKING GROUPS 2019/20

The Chief Executive submitted a report asking Committee to appoint Members to any working groups under the remit of the Health and Housing Committee and their membership.

Committee were reminded that working groups are set up by the parent Committee to aid them in reaching decisions on specific aspects of their remit. The working groups under the remit of this Committee were highlighted and the officers recommended which ones they felt should be re-established. Numbers were reviewed to consider political balance resulting in one additional Member on the Health and Wellbeing Partnership.

RESOLVED: That Committee approve the continuance of the Strategic Housing Working Group and the Health and Wellbeing Partnership with their membership as follows:

- Strategic Housing – Councillors B Hilton, S Atkinson, R Sherras, M Robinson, A Brown.
- Health and Wellbeing – Councillors B Hilton, S Atkinson, M Hindle, D Peat, M Robinson, D O'Rourke, D Birtwhistle.

51 PURCHASE OF PROPERTY IN LONGRIDGE

The Director of Economic Development and Planning submitted a report asking Committee to consider a proposal for the commitment of £234,000 of commuted sum monies received from a development at Barnacre Road, Longridge for the purchase of 2 affordable properties in Longridge.

A Registered Provider, Moss Care St Vincent's, with a long record of working in partnership with the Council has agreed to consider entering into a Lease Agreement to oversee management of the properties. The Registered Provider would have all day-to-day management and repair responsibilities for the properties and the Agreement to secure this arrangement has been drafted.

This would be the first pilot scheme in Longridge with a view to replicate similar scheme across the borough as and when commuted sum monies are received and also to consider using Council monies.

Committee discussed the various aspects of the proposal and raised several queries and requested a report from officers to explore how the scheme may be extended to villages.

RESOLVED: That:

1. Committee approve the principle of the purchase and delegate authority for the Chief Executive to negotiate the purchase of 2 units in Longridge utilising the commuted sum;

2. Moss Care St Vincent's will be the management partner subject to the approval of a Lease Agreement to be delegated to the Chief Executive to allow the management and maintenance of the properties to be provided by a Registered Provider (MSV) in return for an agreed percentage share of the rental income;
3. Committee approve this model as an option for future use of commuted sum monies across the borough and that the project is monitored and Committee are kept informed as appropriate;
4. Committee recommend to Policy and Finance Committee to approve the 'Purchase of Affordable Housing Properties in Longridge' capital scheme for inclusion in the 2019/20 Capital Programme with a budget of £234,000; and
5. officers report to the next meeting on how the scheme may be extended to villages in the borough and the future strategy of the scheme.

## 52 FUNDING FOR HOMEWISE

The Director of Economic Development and Planning submitted a report asking Committee to approve the award of a grant to Homewise Home Improvement Agency to support them in delivery of the service. Homewise had been the home improvement agency for the Ribble Valley since 2014, commissioned by Lancashire County Council and funded through the Better Care Fund. Ribble Valley Borough Council has annually provided additional funding to support delivery of the service. Members were advised of the terms of the Grant Funding Agreement. Committee discussed issues around Homewise's funding from Lancashire County Council and the Strategic Housing Officer noted quarterly reports of the scheme.

RESOLVED: That Committee approve the grant award of £5,650 to Homewise to support delivery of the service.

## 53 FOOD HYGIENE INTERVENTION PLAN 2019/2020

The Chief Executive submitted a report introducing and seeking Committee's approval of the Ribble Valley Borough Council Food Hygiene Intervention Plan for 2019/2020. The legislative background was explained, and a summary of the service in 2018/2019 was provided. Members noted the statistics and the satisfactory performance in the year.

RESOLVED: That Committee:

1. approve the Ribble Valley Borough Council Food Hygiene Intervention Plan 2019/20 for implementation in the current financial year;
2. note the satisfactory performance for the year 2018-19; and
3. reconfirm the continuing priority of food premises inspection for Environmental Health service provision.

54 HEALTH AND SAFETY INTERVENTION PLAN 2019/2020

The Chief Executive submitted a report seeking Committee's approval of Ribble Valley Borough Council's Health and Safety Intervention Plan for 2019/2020. The plan set out standards for proactive work, taking into account priorities issued by the Health and Safety Executive. The focus was on high risk operations, large events and risks associated with increased prominence of 'hot tubs/spa pools'.

RESOLVED: That Committee:

1. approve the Ribble Valley Borough Council Health and Safety Intervention Plan 2019/20 for implementation in the current financial year' and
2. note the performance in relation to 2018-19.

55 CAPITAL OUTTURN 2018/19 AND CAPITAL PROGRAMME 2019/20 UPDATE

The Director of Resources submitted a report asking Committee to review the final outturn of the Capital Programme for 2018/2019 and seeking approval of the slippage of some capital scheme budgets from the 2018/2019 financial year to the 2019/2020 financial year. Overall 49.9% of the revised estimate budget had been spent in 2018/2019.

Reasons were given for the underspends on the three Housing Grants Schemes and Committee were advised that budget slippage taken forward to 2019/2020 would be ring-fenced for the schemes highlighted.

RESOLVED: That Committee approve the requests for slippage shown at Annex 2 and approve the slippage of the following budgets into the 2019/20 capital programme:

- Disabled Facilities Grants, £360,120;
- Landlord/Tenant Grants, £84,240;
- Affordable Warmth – Capital Grants, £6,920.

56 GRANT AWARD FOR RAPID REHOUSING PATHWAY

The Director of Economic Development and Planning submitted a report to inform Committee that a joint bid was submitted to the Ministry of Housing Communities and Local Government (MHCLG) for the Rough Sleeping Rapid Rehousing Pathway Funding 2019/2020.

Blackburn with Darwen Borough Council took the lead on the East Lancs submission of the bid. The proposal was to employ navigators across the region to work with rough sleepers. The navigator would identify issues, provide support and coordinate a supported move into secure accommodation.

The proposal would be:

- Burnley, Pendle, Rossendale – 2 navigators;
- Blackburn, Ribble Valley – 2 navigators;
- Hyndburn – 1 navigator.

Blackburn would take the lead on the shared Ribble Valley and Blackburn with Darwen navigators and would be the host for both of the posts. The total value of the approved bid is £139,000.

Further detail has yet to be confirmed with regard to the details of the bid, however the report is to notify Members that the bid was successful and that a shared navigator will be post in the forthcoming months.

RESOLVED: That the report be noted.

57 HANSON CEMENT LIAISON COMMITTEE

The minutes of the meetings of the Hanson Cement Liaison Committee held on 21 March 2019 were circulated for Committee's information.

RESOLVED: That the report be noted.

58 REPRESENTATIVES ON OUTSIDE BODIES 2019/2020

The Chief Executive submitted a report informing Committee of the Outside Bodies that were under the remit of the Health and Housing Committee and their membership.

RESOLVED: That the report be noted.

59 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the fact that the following items of business be an Exempt Information under Categories 1 and 7 of Schedule 12A of the Local Government Act 1972, the press and public be now excluded from the meeting.

60 RATIFICATION OF DOMESTIC VIOLENCE CONTRACT

The Director of Economic Development and Planning submitted a report to request Committee ratification for the approval of a Domestic Violence Support Contract to deliver a support service in the borough.

Committee was informed that a bid for funding was submitted by Lancashire County Council for the support and provision of domestic violence services across Lancashire, including the service to be provided in Ribble Valley. The Ribble Valley service will provide 1.5 full time equivalent outreach workers to support victims of domestic abuse in the borough up to at least March 2020.

The previous grant-funded scheme was very successful and having a service that supports victims within the borough as opposed to travelling outside the borough has been well utilised. This new service provides similar support but with an increase in staff availability of 0.5 FTE.

The scheme funding is received by the Council from Lancashire County Council and payment is made by the Council to the scheme provider, HARV. In appointing HARV as the scheme provider, an exemption from normal

procurement rules was submitted due to the specific nature of the service and there being only one provider for such a service in the borough. The request for exemption was agreed by the Council's Solicitor and the Director of Resources following consideration of procurement rules.

RESOLVED: That Committee approves the arrangement as outlined in the report.

61 GENERAL REPORT – ENVIRONMENTAL HEALTH SERVICES

The Chief Executive submitted a report informing Committee of relevant issues which have arisen in the last 6 months whilst the Head of Environmental Health Services was on maternity leave. The Head of Environmental Services outlined staffing changes in the service and reported on areas within the service.

RESOLVED: That the report be noted.

62 LEVELS OF DOMESTIC VIOLENCE IN RIBBLE VALLEY

The Director of Economic Development and Planning submitted a report to provide information about levels of domestic violence reported in the Ribble Valley. Data and key statistics regarding domestic violence are collated and reported to the Hyndburn and Ribble Valley Domestic Violence Forum and a police intelligence analyst prepared the report.

Members were informed that domestic violence is a serious issue in Ribble Valley and there is a significant annual increase in the number of incidents reported. Members appreciated this is a sensitive issue and welcomed the increase in provision provided within the borough.

RESOLVED: That the report be noted.

63 GRANTS

The Director of Economic Development and Planning submitted a report to inform Committee of recent approvals for 9 Disabled Facilities Grants, 3 Ribble Valley Adaptation Grants, and 7 Affordable Warmth Capital Grants. No new landlord tenant grants have been approved since the last Committee report.

RESOLVED: That the report be noted.

64 AFFORDABLE HOUSING UPDATE

The Director of Economic Development and Planning submitted a report to inform Committee on the affordable housing schemes in progress and proposed in the borough. Members were informed that 91 new affordable homes were delivered in 2018/2019.

RESOLVED: That the report be noted.

The meeting closed at 8.05pm.

If you have any queries on these minutes please contact Marshal Scott (414400).

## Minutes of Personnel Committee

Meeting Date: Tuesday, 12 June 2019, starting at 6.00pm  
Present: Councillor R Elms (Chairman)

Councillors:

R Baxter	D O'Rourke
S Bibby	S Rainford
M Hindle	J Schumann

In attendance: Chief Executive and Head of HR.

Also in attendance: Councillors T Austin, B Buller, S Fletcher, A Knox and S O'Rourke.

### 65 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors R Bennett and D Berryman.

### 66 MINUTES

The minutes of the meeting held on 20 March 2019 were approved as a correct record and signed by the Chairman.

### 67 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

There were no declarations of pecuniary and non-pecuniary interest.

### 68 PUBLIC PARTICIPATION

There was no public participation.

### 69 BRIEFING ON THE WORK OF THE PERSONNEL COMMITTEE

The Chief Executive informed Committee of the arrangements for the Personnel Committee including details as to Lead Officer, Committee Clerk and Officers that would normally attend the Committee, rules about how the Committee is conducted and information about declarations of interest. He also explained the colour coding of the agenda and reminded Members that Part 2 items are confidential matters and papers should be disposed of properly.

Terms of Reference for the Committee were circulated for Members' information and a brief explanation of Declarations of Pecuniary and Non-Pecuniary Interest was given.

The Head of HR gave a résumé of the service areas covered under her remit.

### 70 ANNUAL HEALTH AND SAFETY UPDATE

The Director of Resources submitted a report prepared by the Health and Safety Advisor, which reviewed the management of health and safety by the Council during the period April 2018 to March 2019.

The report noted that Heads of Service had now successfully completed the Institution of Occupational Safety and Health (IOSH), "Managing Safely" training and have an understanding of everyone's safety and health responsibilities in the workplace. The report identified significant hazards to the Council and provided a summary of achievements during the year in relation to health and safety issues.

General statistics for the Council for the year were presented along with targets for 2019/20. Members acknowledged the comprehensive nature of the report.

RESOLVED: That the report be noted.

71 REPRESENTATIVES ON OUTSIDE BODIES 2019/2020

The Chief Executive submitted a report informing Committee of the Outside Bodies that were under the remit of the Personnel Committee and their membership.

RESOLVED: That the report be noted.

72 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the fact that the following items of business be Exempt Information under Categories 1 and 7 of Schedule 12A of the Local Government Act 1972, the press and public be now excluded from the meeting.

73 APPOINTMENTS AND RESIGNATIONS

The Director of Resources submitted a report informing Members of appointments and resignations that had taken place since the last meeting of the Committee.

RESOLVED: That Committee:

1. note and approve the decisions taken by CMT as outlined in the report;
2. write letters of thanks to those staff retiring/leaving the authority, where appropriate;
3. approve the addition of two new posts of Part-Time Leisure Attendant to the Council's establishment.
4. agree the Job Description and Person Specification for the post of Part-Time Leisure Attendant; and
5. agree for the post to be evaluated prior to recruitment being undertaken.

74 ANNUAL ABSENCE MANAGEMENT REVIEW

The Director of Resources submitted the Annual Absence Management Review, updating Members on levels of sickness absence across the authority. A statistical analysis of sickness throughout the authority, together with comparison against other Councils in Lancashire was provided to Members.

Absence had increased in the last 12 months from an average 9.35 days per employee in the year ended 31 March 2018 to 10.15 days per employee (unaudited) in the year to 31 March 2019.

Members were advised that the number of long-term absences can disproportionately affect the figures as the Council had a small workforce and were also advised on the procedures in place to manage both-short term and long-term absence.

RESOLVED: That the report be noted.

75 TRAINING REPORT

The Director of Resources submitted a report for Members' information on training courses approved since the last meeting. Attention was drawn to the total of 20 training events approved since the last meeting, totalling 54.5 days of training.

RESOLVED: That the report be noted.

The meeting closed at 7pm.

If you have any queries on these minutes please contact Marshal Scott (414400).

## Minutes of Economic Development Committee

Meeting Date: Thursday, 13 June 2019, starting at 6.00pm  
Present: Councillor S Hirst (Chairman)

Councillors:

R Baxter	R Elms
S Bibby	S Fletcher
D Birtwhistle	M French
I Brown	M Hindle
B Buller	S Hore
J Clark	G Mirfin
L Edge (6.25pm)	J Rogerson

In attendance: Director of Economic Development and Planning, Head of Regeneration and Housing, Head of Culture and Leisure Services, Head of Finance, Tourism Officer and Principal Accountant.

Also in attendance: Councillors T Austin, A Knox, D O'Rourke, S O'Rourke and J Schumann.

### 76 APOLOGIES

There were no apologies for absence from the meeting.

### 77 MINUTES

The minutes of the meeting held on 28 March 2019 were approved as a correct record and signed by the Chairman.

### 78 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

There were no declarations of pecuniary and non-pecuniary interest.

### 79 PUBLIC PARTICIPATION

There was no public participation.

### 80 BRIEFING ON THE WORK OF THE ECONOMIC DEVELOPMENT COMMITTEE

The Director of Economic Development and Planning informed Committee and in particular the new Councillors, of several details relating to the way Committee meetings work. This included the Lead Officer and Committee Clerk for this Committee, which officers would usually attend and some rules about how the Committee is conducted and information about declarations of interest.

### 81 RIBBLE VALLEY ECONOMIC PLAN 2019/2022

The Chairman informed Members that this was a relatively new Committee which used to be a Working Group of Policy and Finance. The plan proposed was

about making a difference where we can as a Council and in particular working with partners.

The Director of Economic Development and Planning submitted a draft Economic Plan for Committee to consider. The Council has sought to work more closely with the local business communities across the borough and in doing so sought to bring forward a plan which focussed Council activities on those areas where the Council could take steps to support the economy of the local area in a relevant way and strengthen its position from an economic viewpoint.

The Council had also recently formed the Ribble Valley Economic Partnership as a means to improve the Council's connections with the local business community that sits at the heart of delivering a strong and vibrant economy to the widest possible benefit. Formative meetings of the Partnership had helped shape the draft plan so far and it was intended the Partnership would provide a valuable vehicle to help finalise the Council's Economic Plan and support delivery.

The draft plan was initially intended to cover a 3-year period from 2019 to 2022 as this would ensure it could remain flexible in changing circumstances and priorities, whilst providing a reasonable timeframe for the Council to plan investment and delivery against the identified key activities.

The plan was intended to establish a framework of actions that are considered would support the local economy and that could be implemented in a timely fashion.

Following Members' consideration of the plan it was intended to publish the discussion draft for a period of consultation to inform the final plan. It was also intended to utilise the next meeting of the Economic Partnership at the end of June to discuss the approach set out in the plan and to test proposals with the local business community for its support. The outcome of that discussion and feedback from the wider consultation would be used to prepare a final plan to be brought back to Members for further consideration.

Members discussed various aspects of the draft plan including the Council's role in facilitating new business with the provision of space and sites, consideration of the ageing population in Ribble Valley, Wi-Fi connectivity, the need to be aspirational and embrace technology, aspects with regard to tourism and road signs and working with partners.

**RESOLVED:** That Committee agree the draft Economic Plan be published for a 4-week period of consultation; the outcome of which would be reported back to this Committee and that the Director of Economic Development and Planning be authorised to prepare a publication version of the draft.

## 82 CAPITAL OUTTURN 2018/19

The Director of Resources submitted a report reviewing the final outturn of the 2018/19 Capital Programme for this Committee and seeking Member approval for the slippage of part of the Capital Scheme Budget from the 2018/19 financial year to the 2019/20 financial year.

Committee were reminded that the 2018/19 Capital Programme for this Committee was made up of one scheme with a total budget of £100,000.

There was no expenditure on this Committee's Capital Scheme in 2018/19 because no appropriate development opportunities had arisen in year which required funding from this Capital Scheme. However there had been spend of £18,249 charged to the Revenue Budget in respect of the abortive Clitheroe Market Development Scheme. The remaining balance of £81,750 had been included as slippage into 2019/20.

RESOLVED: That Committee approve the slippage of £81,750 into the 2019/20 financial year for the Economic Development Initiative Scheme.

### 83 REVIEW OF CURRENT TOURISM ACTIVITY

The Director of Community Services submitted a report for Committee's information giving an update on current tourism marketing activity. It was noted that tourism was flourishing in Ribble Valley and the number of visitor related businesses achieving recognition, awards and accreditation increases each day.

Latest statistics show that the value of the tourism and hospitality to the local economy was growing steadily and tourism was providing new opportunities and employment.

The report outlined the current initiatives being undertaken, working in partnership with the Ribble Valley Tourism Association and the Ribble Valley Wedding Partnership.

The 2019 Love Ribble Valley Visitor Guide was highlighted as well as new series of "Walks with Taste".

RESOLVED: That the report be noted.

### 84 REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES

There were no reports of Representatives on Outside Bodies.

The meeting closed at 6.55pm.

If you have any queries on these minutes please contact Nicola Hopkins (414532).

## Minutes of Policy & Finance Committee

Meeting Date: Tuesday, 18 June 2019, starting at 6.00pm  
Present: Councillor S Atkinson (Chairman)

Councillors:

S Bibby	M Hindle
A Brown	S Hirst
S Carefoot (6.10pm)	S Hore
J Clark	D Peat
S Fletcher	J Rogerson
M French	R Thompson
J Hill	

In attendance: Chief Executive, Director of Resources, Director of Community Services, Director of Economic Development and Planning, Principal Policy and Performance Officer, Head of Revenues and Benefits and Principal Communications Officer.

Also in attendance: Councillors B Buller, G Mirfin, S O'Rourke and R Sherras.

### 85 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillor A Knox.

### 86 MINUTES

The minutes of the meeting held on 2 April 2019 were approved as a correct record and signed by the Chairman.

### 87 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

Councillor S Fletcher declared a non-pecuniary interest in agenda item 11, Voluntary Organisations Grants – Citizens Advice Bureau Performance Monitoring Information.

### 88 PUBLIC PARTICIPATION

There was no public participation.

### 89 BRIEFING ON THE WORK OF POLICY AND FINANCE COMMITTEE

The Director of Resources informed Committee and in particular new Councillors of several details relating to the way Committee meetings work. This included the Lead Officer and Committee Clerk for this Committee, which officers would usually attend, some rules about how the Committee is conducted and information about declarations of interest.

She also gave a resume of the service areas covered under the remit of this Committee and pointed out to Councillors that Policy and Finance Committee has a dual role in that it is a Committee in its own right but also has responsibility for overall budget setting for the Council.

90 APPOINTMENT TO WORKING GROUPS 2019/2020

The Chief Executive submitted a report asking Committee to appoint Members to any working groups under the remit of the Policy and Finance Committee and their membership. Committee were reminded that working groups are set up by the parent Committee to aid them in reaching decisions on specific aspects of their remit. The working groups under the remit of this Committee were highlighted and the officers recommended which ones they felt should be re-established at this time.

RESOLVED: That Committee approve the continuance of the Budget Working Group and the Voluntary Organisation Grants Working Group with their membership as follows:

- Budget Working Group – Councillors S Atkinson, S Hore, S Hirst, A Brown, D Peat, J Rogerson, A Knox and S Fletcher.
- Voluntary Organisation Grants – Councillors S Atkinson, A Brown, S Hore and J Hill.

91 CAPITAL OUTTURN 2018/2019

The Director of Resources submitted a report reviewing the final outturn of the 2018/2019 Capital Programme for this Committee and seeking Member approval for the slippage of some capital scheme budgets from the 2018/2019 financial year to the 2019/2020 financial year.

Committee were reminded that a total approved budget for this capital programme of six schemes was £253,060 which was revised to £161,730 in January 2019. During the financial year Committee had received reports monitoring the progress of the schemes within the programme. Two of the six schemes in the revised estimate capital programme had been completed in-year and an element of the lift replacement at the Council offices scheme had also been completed in-year. Actual expenditure on this Committee's capital programme was £100,797 which was 62.3% of the revised estimate budget.

The report went on to highlight the three schemes that had not been completed and a request was made for £60,950 of slippage be transferred into the 2019/2020 financial year.

RESOLVED: That Committee approve the slippage of the following budgets into the 2019/2020 capital programme:

- Queensway Garages – replace roof covering and repairs - £1,830
- Financial system upgrade - £14,120
- New Council telephone system - £45,000

92

## RIBBLE VALLEY BOROUGH COUNCIL COMMUNICATIONS STRATEGY 2019/21

The Director of Resources submitted a report updating Members on communication activities and achievements and asking for approval of the Council's Communications Strategy 2019/2021. The Council is required to produce a Communication Strategy as part of its governance statement and by doing so demonstrates its commitment to clear and consistent communication that meets the needs of residents and stakeholders.

The strategy included in the report outlined how Ribble Valley Borough Council would manage communications and inform stakeholders about its policies, activities and events. Its purpose was to establish and maintain effective channels of communication and promote a positive image of the borough. It was based on the latest communications best practice and place branding guidance and outlined who the Council communicates with, what is communicated, how we communicate as well as how success is measured.

The Council issues around 100 press releases a year that enjoy a significant take-up in the local press resulting in largely positive coverage. It also produces a twice yearly newspaper.

It was suggested by Committee that the MP and Government Office should be included in the list of who the Council communicates with.

RESOLVED: That Committee approve the Ribble Valley Borough Council's Communications Strategy 2019/2021.

93

## 280 BUS ROUTE TO SKIPTON

The Director of Economic Development and Planning submitted a report asking Committee to consider the provision of a one-off grant payment to Lancashire County Council to support the continuation of the 280 bus service between Clitheroe and Preston and Clitheroe to Skipton.

The Chief Executive informed Committee that public transport subsidies are not a district council function and that these matters fall into the responsibilities of Lancashire County Council as the public transport authority. However, the availability of public transport cross-cuts a number of key areas relevant to the roles and responsibilities of the Borough Council.

Prior to April 2016 the local bus service linking Preston, Clitheroe and Skipton via Mellor Brook, Whalley, Chatburn, Gisburn and Barnoldswick was operated by Transdev on behalf of the County Council as part of the tendered bus service network. The service operated every hour during Monday to Saturday daytime and every 2 hours on Sunday daytime. At the time the County Council significantly reduced its financial support for tendered bus services across the whole county, the Rotala Preston Bus made the decision to operate the service on a commercial basis. The service is used by a number of students living in Lancashire accessing Clitheroe Royal Grammar School, Preston Cardinal Newman College and Skipton Craven College. Rotala notified the County

Council that from 16 June 2019 the company would withdraw the entire service as it was not commercially viable for them to run it.

The County Council had sought to identify alternative operators to run the service in place of Rotala, however no operators had come forward. The County Council has had a bid to operate the service under an alternative model which would provide service to the route but would require subsidy in order to operate. This proposal would see the route between Clitheroe and Preston operated as a commercial route with the stage between Clitheroe to Skipton being subsidised. Lancashire County Council had approached Ribble Valley Borough Council to assist in supporting this route for its first year together with Pendle Borough Council. The request for support of £10,000 for the first year of operation which would enable the operator to develop the business and move towards it being a commercially sustainable route. The offer to consider assisting the County Council in funding the route was therefore proposed on the basis that it was only for the first year of operation, a position which had been acknowledged by the County Council.

This route provides a vital lifeline for many Ribble Valley residents who live along the A59 and the Chairman and Chief Executive had agreed to inform the County Council that in principle and subject to this Committee's agreement, support of £10,000 would be provided.

Councillor Sherras was given permission to speak on this item and urged Committee to support the request from the County Council. He also highlighted concerns about what happens after the 12 month period has passed.

Councillor Mirfin was given permission to speak on this item and also reiterated how important this bus service was for the residents of Ribble Valley and again urged support for this bus route.

Committee felt it was essential to keep this bus route running but also felt that it highlights the problems with strategic transport throughout the Ribble Valley.

RESOLVED: That Committee

1. agree to the request from Lancashire County Council to provide financial support of £10,000 as a one-off payment to the operation of the 280 Preston to Skipton service for a period of 12 months only and that the cost be funded from the Council's voluntary organisation grants budget in 2019/2020 and 2020/2021; and
2. ask the Chief Executive to write to the government urging them to support rural bus routes.

94

#### DEVELOPMENT OF THE CORPORATE STRATEGY 2019-2023

The Director of Resources submitted a report suggesting recommended next steps in the development of the Council's Corporate Strategy for 2019-2023.

The Council's Corporate Strategy document sets out the strategic direction of the Council providing a focus to ensure that the services we deliver meet the needs of our communities. The 2015-2019 strategy had a four year scope and was reviewed annually to ensure that it continued to reflect the changes to the priorities that occurred over time. This strategy was now due for a complete review following the local elections which took place in May 2019.

It was highlighted that the strategy should contain high level corporate priorities supported by key objectives, actions and key measures of success.

It was suggested that in order to review the Council's objectives a small working group be established consisting of three Conservative Councillors and one Liberal Democrat tasked with bringing a new Corporate Strategy to the next meeting in September for approval.

Several Members commented on the contents of the Corporate Strategy and in particular requested that factors around ecology and the Council being a facilitator and the ageing population of Ribble Valley be included in the new strategy.

RESOLVED: That Committee

1. agree the suggested approach to reviewing the Corporate Strategy; and
2. establish a small working group to review the Corporate Strategy comprising of Councillors S Atkinson, S Hore, M Hindle and A Knox.

Councillor S Fletcher declared an interest in the next item of business and left the meeting.

95 VOLUNTARY ORGANISATION GRANTS – CITIZENS ADVICE BUREAU PERFORMANCE MONITORING INFORMATION

The Director of Resources submitted a report asking Committee to receive and consider the performance monitoring information provided by the Ribble Valley Citizens Advice Bureau for the quarter ending March 2019 and to consider whether to approve payment for the next quarterly instalment of the voluntary organisation grant to the Citizens Advice Bureau.

The Director of Resources reminded Committee that at their last meeting when grants to voluntary organisations were approved, concern was expressed by Members that the proposed allocation for the Citizens Advice Bureau dominated the grants to be awarded representing approximately 50% of the total budget available. Although it was recognised that the Citizens Advice Bureau had an important role to play it was also felt that the Council should receive regular updates on their work with measurable targets in order for the Council to be sure that the grant was well spent.

The manager of the Citizens Advice Bureau had supplied monitoring information for the latest quarter available up to the end of March 2019 which was included for Committee's information.

Although there was support for the Citizens Advice Bureau there was still some concern about the issues dealt with by the Citizens Advice Bureau and the fact that there is no longer any service in Longridge or outreach facilities in the Parishes. It was requested that in future the information provided by the Citizens Advice Bureau should include where the clients are from.

RESOLVED: That Committee approve the payment of the voluntary organisation grant for the second quarter to the Citizens Advice Bureau of £13,125.

Councillor S Fletcher returned to the meeting.

## 96 REPORTS ON REPRESENTATIVES ON OUTSIDE BODIES 2019/2020

The Chief Executive submitted a report informing Members of the outside bodies that are under the remit of the Policy and Finance Committee and their membership and to consider issues with regards to the Citizens Advice Bureau and Ribble Valley Community Transport.

He informed Committee that communication had been received from the Manager of the Ribble Valley Citizens' Advice Bureau informing the Council that two of the three Councillors nominated had declined to take their positions up. This was because the position had to be that of a Trustee on the Board and not just as a representative of the Council. The Manager had confirmed that according to their governance they had to be Trustees.

Communication had also been received from the Manager of Little Green Bus on behalf of Lancashire Community Transport informing the Council that a nominated representative was not required as they nominate and recruit their own board members.

Committee discussed the issue with various representatives on outside bodies that are expected to become Trustees and not just observers on behalf of the Borough Council. Several Councillors saw this as a conflict of interest as a Borough Councillor. It was suggested that a review of all the outside bodies on which Borough Councillors were representatives should take place before the next annual meeting of the Council in 2020.

RESOLVED: That Committee

1. note the outside bodies under the remit of this Committee and their membership;
2. delete Lancashire Community Transport from the list of representatives on outside bodies;
3. recommend that Council makes a formal approach to the Citizens' Advice Bureau to request that Borough Councillors be allowed as observers rather than Trustees; and
4. ask officers to carry out a review of all outside bodies before the annual meeting in May 2020.

97

REFERENCE FROM HEALTH AND HOUSING COMMITTEE – REQUEST FOR APPROVAL TO PURCHASE PROPERTIES IN LONGRIDGE USING COMMUTED SUM MONIES

The Director of Resources submitted a report asking Committee to consider a request from Health and Housing Committee to agree to the approval of additional revenue budget of £234,000 in 2019/20 for the purchase of properties in Longridge for affordable housing.

Health and Housing Committee had considered a report submitted by the Director of Economic Development and Planning which gave details of a request for additional capital budget of £234,000 for 2019/20 in respect of the purchase of properties in Longridge for affordable housing. The cost of the capital scheme would be met from commuted sum monies already held by the Council from a development at Barnacre Road, Longridge. At its meeting Health and Housing Committee had approved the request and the resolution of the meeting was outlined for Committee's information.

Councillor Sherras was given permission to speak on this item and referred to the report submitted to the Health and Housing Committee. He expressed concern that villages weren't able to get commuted sums and were therefore not able to purchase properties for affordable housing in the parishes.

RESOLVED: That Committee

1. approve the request for the additional capital scheme budget of £234,000;
2. approve the use of commuted sum monies to fund the additional capital scheme budget approval; and
3. await with interest the report to Health and Housing Committee about how the scheme may be extended to villages in the borough and the future strategy of the scheme.

98

OVERALL CAPITAL OUTTURN 2018-2019

The Director of Resources submitted a report for Committee's information with details of the Capital Programme outturn for all Committees for 2018/19 financial year.

Actual expenditure on the Council's Capital Programme in 2018/19 was £1,276,243 which was 56.7% of the revised estimate budget.

Of the 31 schemes in the revised Capital Programme, 19 had been completed; 8 were in progress at year end and would be completed in 2019/20; 3 were housing grant schemes, of which there were underspends and these grant schemes would continue in 2019/20; 1 scheme had been deleted from the Capital Programme and budget slippage into 2019/20 had been requested on 11 schemes not completed in year, totalling £678,270.

RESOLVED: That the report be noted.

99 REVENUES AND BENEFITS GENERAL REPORT

Committee considered a report which covered the following:

- National Non-Domestic Rates (NNDR).
- Council Tax.
- Sundry Debtors.
- Housing Benefit and Council Tax support performance.
- Housing Benefit overpayments.

A brief explanation was given on some of these issues, specifically for the new Councillors on the Committee.

RESOLVED: That the report be noted.

100 TREASURY MANAGEMENT ACTIVITIES 2018/2019

The Director of Resources submitted a report informing Committee of the 2018/19 Treasury Management operations. It is a requirement of this policy that Committee receives an annual report on the Council's Treasury Management activities that took place during the preceding financial year.

The report outlined the interest rates, borrowing requirements, investments, Prudential indicators and the Local Government Bonds Agency.

RESOLVED: That the report be noted.

101 TREASURY MANAGEMENT MONITORING

The Director of Resources submitted a report providing Committee with a monitoring report on Treasury Management activities for the period 1 April 2019 to 30 April 2019. The report outlined the following topics:

- Public Works Loan Board.
- Borrowing requirements.
- Temporary investments.
- Prudential indicators.
- Approved organisations.
- Recent events.
- Exposure to risk.

RESOLVED: That the report be noted.

102 CORPORATE PEER CHALLENGE – ACTION PLAN 6 MONTHLY UPDATE

The Director of Resources submitted a report for Committee's information on progress made with implementing the Corporate Peer Challenge Action Plan which was devised to deal with the issues raised by the Peer Challenge Team.

Committee were also informed that the Peer Challenge Team would be on site in September 2019 to carry out their follow up review. The revisit would be carried out over 2 days and would be scoped later this month but it was likely that the team would be looking at the implementation of their recommendations.

Councillor Sherras was given permission to speak on this item and referred to one of the issues raised by the Peer Challenge Team with regard to the reliance of some service areas on paper copies of documents and files and the need for a review of its use of ICT.

Councillor Mirfin was also given permission to speak on this item and highlighted the usefulness of a good Intranet system.

RESOLVED: That the report be noted.

#### 103 COMMUNITY SAFETY PARTNERSHIP UPDATE

The Director of Economic Development and Planning submitted a report for Committee's information with an update on the actions of the Community Safety Partnership.

RESOLVED: That the report be noted.

The meeting closed at 7.57pm.

If you have any queries on these minutes please contact Jane Pearson (425111).

## Minutes of Parish Councils' Liaison Committee

Meeting Date: Thursday, 20 June 2019, starting at 6.30pm  
Present: (Chairman)

### Councillors:

D Berryman	J Schumann
A Brown	G Scott
B Buller	R Sherras
B Hilton	N Walsh
B Holden	
A Humphreys	
D Peat	

### Parish Representatives:

P Tyson	Aighton Bailey & Chaigley
E Twist	Bolton-by-Bowland, Gisburn Forest & Sawley
J Hargreaves	Dutton
R Sherras	Gisburn
L Halley	Grindleton
P Entwistle	Grindleton
M Gee	Hothersall
H Gee	Longridge
R Beecham	Longridge
B Murtagh	Mellor
J Hymas	Mellor
A Steer	Osbaldeston
P Young	Ramsgreave
M Hacking	Read
D Groves	Ribchester
RA Whittaker	Rimington & Middop
T Perry	Rimington & Middop
R Vickers	Sabden
M Wood	Salesbury
EP Boyes	Salesbury
R McKelvey	Simonstone
D Parker	Waddington
J Hilton	Waddington
J Bremner	Wilpshire
A Schofield	Wiswell

In attendance: Chief Executive, Head of Regeneration and Housing and Partnership Officer.

Also in attendance: Councillor T Austin.

104

### APPOINTMENT OF CHAIRMAN FOR 2019/2020

No nominations were received for the appointment of Chairman for 2019/20 and it was agreed to consider again at the next meeting.

105 APPOINTMENT OF VICE CHAIRMAN FOR 2019/2020

RESOLVED: That Councillor David Peat be appointed as Vice Chairman for this Committee for 2019/20.

106 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Borough Councillors G Mirfin and R Thompson and from the following Parish Representatives:

R Carr	Bowland Forest
A Schofield	Clayton-le-Dale
J Hill	Clitheroe
S Rosthorn	Newsholme & Paythorne
T Haworth	Sabden
G Melloy	Simonstone
J Brown	Whalley
M Highton	Whalley
P Rigby	Lancashire County Council Parish Champion

107 MINUTES

The minutes of the meeting held on 4 April 2019 were approved as a correct record and signed by the Chairman.

108 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

There were no declarations of pecuniary and non-pecuniary interest.

109 MATTERS ARISING FROM THE MINUTES

There were no matters arising.

110 BRIEFING ON THE WORK OF PARISH COUNCILS' LIAISON COMMITTEE

The Chief Executive informed Committee of the arrangements for the Parish Councils' Liaison Committee including details as to Lead Officer, Committee Clerk and officers that would usually attend this Committee, some rules about how the Committee is conducted and information about Declarations of Interest.

The Head of Regeneration and Housing gave a résumé of the service areas covered under his remit.

111 PRESENTATION ON LUNCHEON CLUBS - HEAD OF REGENERATION AND HOUSING

The Partnership Officer gave a presentation on Luncheon Clubs. She informed parishes about the clubs currently organised within the borough and the number of people currently engaged by them. She noted the Council is keen to develop more such clubs where there is interest and gave an overview of the funding application.

An overview of a new scheme “Meet and Eat” was given to parishes. A pilot is running in Whalley engaging a local business and working with Age UK and Dementia Action Alliance. The pilot has been successful and the Partnership Officer requested ideas for new venues to expand the scheme.

The Community Safety Partnership was outlined along with its current priorities, substance misuse, anti-social behaviour, road safety and domestic abuse. Also detailed was a focus on rural crime and a shop watch scheme being rolled out in Clitheroe with plans to extend to Longridge.

RESOLVED: That Committee thank the Partnership Officer for her presentation.

#### 112 MATTERS BROUGHT FORWARD BY PARISH COUNCILS

a) Wiswell Parish Council

Requested an update on the creation of a unitary authority including Ribble Valley; the Chief Executive gave an explanation of local government structures and a brief update.

b) Wiswell Parish Council

Reported on changes to Lancashire County Council's report it fault system. Parish representatives and officers discussed issues in the borough and the system. An invitation to a representative from LCC to present on issues, was proposed.

The Vice Chairman gave an update on the Pendle Hill Heritage Lottery Scheme.

The scheme covers many parishes in the borough and the second tranche of grant applications is forthcoming. He requested assistance as a representative to the scheme and to be contact directly with expressions of interest.

#### 113 MATTERS FOR FUTURE PARISH COUNCIL LIAISON COMMITTEE MEETINGS

Committee discussed matters for future meetings which included:

- Pendle Hill Heritage Lottery Scheme;
- creation and disposal of waste;
- issues with highways and potholes;
- public health;
- monitoring of holiday lets;
- removal of phone boxes; and
- the Rural Strategy Network.

A request was made to the Chief Executive to send a letter on behalf of the Parish Councils Liaison Committee to Government requesting protection for rural transport including school services.

RESOLVED: That Committee request the Chief Executive to send a letter to Government requesting protection of rural transport.

114 DATE AND TIME OF NEXT MEETING

The Chairman reported that the next meeting would on Thursday, 26 September 2019 at 6.30pm.

The meeting closed at 7.39pm.

If you have any queries on these minutes please contact Colin Hirst (414503).

## Minutes of Planning and Development Committee

Meeting Date: Thursday, 27 June 2019 starting at 6pm  
Present: Councillor A Brown (Chairman)

Councillors:

T Austin (6.20pm)	A Humphreys
I Brown	S Knox
B Buller	S O'Rourke
S Carefoot	J Rogerson
J Clark	R Sherras
M French	R Thompson
B Holden	N Walsh

In attendance: Director of Economic Development and Planning, Head of Legal and Democratic Services, Head of Regeneration and Housing, Principal Planning Officer and Assistant Planning Officer.

Also in attendance: Councillors A Knox and S Hore.

### 115 APOLOGIES

There were no apologies for absence from the meeting.

### 116 MINUTES

The minutes of the meeting held on 30 May 2019 were approved as a correct record and signed by the Chairman.

### 117 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

Councillor J Rogerson declared an interest in planning application 3/2019/0786 Dog & Partridge at Chipping.

### 118 PUBLIC PARTICIPATION

There was no public participation.

### 119 BRIEFING SESSION ON THE LOCAL DEVELOPMENT PLAN

The Head of Regeneration and Housing gave a brief overview of the Local Development Plan. He reminded Members that the Local Development Plan was enshrined in national policy and that there was a duty to cooperate at a strategic level by working with partners. There was also the sustainability process that tested and measured how the plan was developed and this was done in parallel with the plan making process, not by officers but independently. The National Policy Planning Framework was used as a guideline and the plans are tested by government Inspectors. The key driver for the plan is evidence which means a lot of documents and reports.

He highlighted two key dates for Members – 17 July 2019 - a briefing session on the Local Development Plan for Members and 16 December 2019 – the five year

anniversary of when the Core Strategy was adopted and the date by which the plan must be reviewed.

Contained in the Local Development Plan is not only the development plan itself but the Housing and Economic Development Plan, and the Minerals and Waste Local Plan. Topic areas will include housing, employment land, affordable housing, infrastructure delivery and environmental protection.

The Head of Regeneration and Housing informed Committee that they would be receiving regular reports outlining the process of amending, consulting upon and approving the plan to ensure it remains up to date.

#### PLANNING APPLICATIONS UNDER THE TOWN AND COUNTRY PLANNING ACT 1990:

1. APPLICATION REF: 3/2018/1133  
GRID REF: SD 372727 437334

#### DEVELOPMENT DESCRIPTION:

CHANGE OF USE OF SITE FROM HAULAGE YARD (SUI GENERIS USE) TO AN AUCTION STORAGE AND DISTRIBUTION SITE (B8 USE) INCLUDING EXTENSION OF STORAGE USE INTO ADJACENT LAND AND CREATION OF ADDITIONAL HARDSTANDING AREAS, AND THE ERECTION OF A NEW STORAGE BUILDING FOLLOWING THE DEMOLITION OF AN EXISTING BUILDING ON SITE AT NEW GARAGE, MITTON ROAD, WHALLEY

APPROVED subject to the imposition of the following condition(s):

1. The development must be begun not later than the expiration of three years beginning with the date of this permission.

REASON: Required to be imposed by Section 51 of the Planning and Compulsory Purchase Act 2004

2. Unless explicitly required by condition within this consent, the development hereby permitted shall be carried out in complete accordance with the proposals as detailed on drawings:

Location Plan (scale 1:2500)  
ML/DS/5706 (amended plan received 13/06/19)  
ML/DS/5708 ML/DS/5709 (amended plan received 09/05/19)  
MR18-005/101 Rev D (amended plan received 12/06/19)

REASON: For the avoidance of doubt and to ensure that the development is carried out in accordance with the submitted plans.

3. The building hereby approved shall only be used for storage and for the repair of items (vehicles, plant and machinery) associated with the existing business at this site.

REASON: For the avoidance of doubt as the use of the building for other purposes and/or in association with another business could have a detrimental effect upon the amenity of the locality or highway safety.

4. The development hereby approved shall be carried out in complete accordance with the materials detailed within section 7 of the submitted application form.

REASON: In order to ensure that the materials to be used are appropriate to the locality.

#### *Landscaping/Ecology*

5. During the construction period, including delivery of building materials and excavations for foundations or services, all the existing/retained trees and hedging shown on drawing MR18-005/101 Rev D (amended plan received 12/06/19) shall have been enclosed with temporary protective fencing in accordance with BS5837:2012 [Trees in Relation to Demolition, Design & Construction].

The fencing shall be retained during the period of construction and no work, excavation, tipping, or stacking/storage of materials shall take place within such protective fencing during the construction period.

REASON: To ensure that existing trees are adequately protected during construction in the interests of the visual amenity of the area.

6. Within three months of commencement of development on site, a timetable for the implementation of the approved landscaping areas, as shown on approved drawing MR18-005/101 Rev D (amended plan received 12/06/19) shall have been submitted for the written approval of the Local Planning Authority. The development shall be carried out in strict accordance with the duly approved timings and the areas which are landscaped shall be retained as landscaped areas thereafter.

Any trees or shrubs removed, dying, being severely damaged or becoming seriously diseased within five years of planting shall be replaced by trees or shrubs of similar size and species to those originally required to be planted.

REASON: To ensure the proposed landscaped areas are provided on a phase by phase basis.

7. Any removal of vegetation, including trees and hedges, should be undertaken outside the nesting bird season (March to August) unless an up-dated pre-clearance check has by carried out by a licensed ecologist within the 24 hours prior to any removal and no nesting birds are found to be present. The up-dated pre-clearance check shall be have submitted to the Local Planning Authority prior to the removal of any trees and/or hedges

REASON: To ensure that there are no adverse effects on the favourable conservation status of birds and to protect the bird population from damaging activities.

8. The development hereby approved shall be carried out in complete accordance with the Mitigations/Recommendations detailed within Section 7 of the submitted Ecological Appraisal (Report Ref: 4470).

REASON: In the interests of biodiversity and to enhance opportunities for species of conservation concern and reduce the impact of development.

9. No above ground level works shall commence or be undertaken on site until details of the provisions to be made for building dependent species of conservation concern, artificial bird nesting boxes and artificial bat roosting sites have been submitted to, and approved in writing by the Local Planning Authority. For the avoidance of doubt the details shall be submitted on a building dependent bird/bat species site plan and include details of the numbers, types and locations of artificial bird nesting boxes and artificial bat roosting boxes.

The artificial bird/bat boxes shall be provided and be made available for use before the building is first brought into use and thereafter retained. The development shall be carried out in strict accordance with the approved details.

REASON: In the interests of biodiversity and to enhance nesting/roosting opportunities for species of conservation concern and protected species.

#### *Amenity*

10. Details of any external air conditioning vents, extraction systems or any other external plant equipment shall have been submitted to and approved in writing by the Local Planning Authority prior to installation on the building/site. The submitted information shall include details of the design, positioning, specification, noise levels, fixing and finish of all external plant equipment and the development shall be carried out in complete accordance with the approved details.

REASON: To ensure that the development hereby permitted is not detrimental to the amenity of the surrounding area by reason of undue noise emission and/or unacceptable disturbance

11. The use of the premises in accordance with this permission shall be restricted to the hours 08:00 to 18:00 hours Monday to Friday inclusive and between 09:00 to 13:00 hours on Saturday and not at all on Sunday and Bank Holidays.

REASON: The use of the premises outside these hours could prove injurious to the character of the area and in order to safeguard residential amenity

12. No goods/items measuring in excess of 2m in height shall be stored within 50 metres of the western boundary of the site (Mitton Road).

REASON: To ensure that the development hereby permitted is not visually detrimental to the amenity of the surrounding area

13. No external lighting, other than that shown on the approved plans, shall be installed on the new unit, or elsewhere on the site, without the prior written approval of the Local Planning Authority. Details of any such lighting shall be submitted to and approved in writing by the Local Planning Authority prior to its installation. The approved details shall thereafter be fully implemented.

REASON: In order to ensure a satisfactory appearance in the interests of visual amenity and to prevent nuisance arising.

#### *Highways*

14. No development shall take place, including any works of demolition, until a construction method statement has been submitted to and approved in writing by the Local Planning Authority. The approved statement shall be adhered to throughout the construction period. It shall provide details in respect of:

- Timing of delivery of all off site highway works
- The parking of vehicles of site operatives and visitors
- The loading and unloading of plant and materials
- The storage of plant and materials used in constructing the development
- The erection and maintenance of any security hoarding
- Contact details for the site manager
- Routes to be used by vehicles carrying plant and materials to and from the site
- Details of wheel washing facilities and road sweeper (where necessary).

REASON: In order to ensure that appropriate measures are put in place to limit noise, nuisance and disturbance to the occupiers of neighbouring dwellings and to ensure the development would not be of detriment to the safe operation of the immediate highway during the construction of the development.

15. Prior to the commencement of development, including any demolition works, the alterations to the site access onto the highway of Mitton Road ML/DS/5709 (amended plan received 09/05/19) shall have been constructed under a Section 278 Agreement of the 1980 Highways Act and shall be retained as such thereafter.

REASON: In order to provide a safe access into the site which is suitable for the types of vehicles that will use it.

REASON FOR PRE-COMMENCEMENT: The altered/improved site access needs to be provided before works can commence on site.

#### *Contamination*

16. No development approved by this planning permission shall commence until a remediation strategy to deal with the risks associated with contamination of the site has been submitted to, and approved in writing by, the local planning authority.

This strategy shall include the following components:

- i. A preliminary risk assessment which has identified:
  - all previous uses;
  - potential contaminants associated with those uses;
  - a conceptual model of the site indicating sources, pathways and receptors; and
  - potentially unacceptable risks arising from contamination at the site.
- ii. A site investigation scheme, based on (1) to provide information for a detailed assessment of the risk to all receptors that may be affected, including those off site.
- iii. The results of the site investigation and the detailed risk assessment referred to in (2) and, based on these, an options appraisal and remediation strategy giving full details of the remediation measures required and how they are to be undertaken.
- iv. A verification plan providing details of the data that will be collected in order to demonstrate that the works set out in the remediation strategy in (3) are complete and identifying any requirements for longer-term monitoring of pollutant linkages, maintenance and arrangements for contingency action.
- v. Any changes to these components require the written consent of the local planning authority. The scheme shall be implemented as approved.

REASON: To ensure that the development does not contribute to, or is not put at unacceptable risk from/adversely affected by, unacceptable levels of water pollution in line with paragraph 170 of the National Planning Policy Framework.

#### Drainage

17. The site shall be drained via separate systems for the disposal of foul and surface water.

REASON: To secure a satisfactory system of drainage and to prevent pollution of the water environment.

18. Prior to the commencement of any development, a surface water drainage scheme, based on the hierarchy of drainage options in the National Planning Practice Guidance with evidence of an assessment of the site conditions shall be submitted to and approved in writing by the Local Planning Authority.

The surface water drainage scheme must be in accordance with the Non-Statutory Technical Standards for Sustainable Drainage Systems (March 2015) or any subsequent replacement national standards and unless otherwise agreed in writing by the Local Planning Authority, no surface water shall discharge to the public sewerage system either directly or indirectly. The development shall be completed in accordance with the approved details.

REASON: To promote sustainable development, secure proper drainage and to manage the risk of flooding and pollution. This condition is imposed in light of policies within the NPPF and NPPG.

19. No development shall commence until final details of the design, based on sustainable drainage principles, and implementation of an appropriate surface water sustainable drainage scheme have been submitted to and

approved in writing by the local planning authority. Those details shall include:

- a) A final surface water drainage layout plan; appropriately labelled to include all pipe/structure references, dimensions, design levels, finished floor levels and external ground levels (in AOD);
- b) A full set of flow calculations for the surface water drainage network. The calculations must show the full network design criteria, pipeline schedules and simulation outputs for the 1 in 1 year, 1 in 30 year and 1 in 100 year return period, plus an appropriate allowance for climate change. The calculations must also demonstrate that the post development surface water run-off rate shall not exceed the existing pre-development surface water run-off rate for the corresponding rainfall event.
- c) A final plan showing all on-site surface water catchment areas, i.e. areas that will contribute to the proposed surface water drainage network;
- d) A final plan showing all overland flow routes and flood water exceedance routes, both on and off site;
- e) Details of measures taken to prevent flooding and pollution of the receiving groundwater and/or surface waters, including watercourses; and
- f) Details of an appropriate management and maintenance plan for the surface water drainage network for the lifetime of the development.

The scheme shall be implemented in accordance with the approved details prior to first occupation of any of the approved dwellings, or completion of the development, whichever is the sooner. Thereafter the drainage system shall be retained, managed and maintained in accordance with the approved details.

REASON: To ensure that the proposed development can be adequately drained, that there is no flood risk on or off the site resulting from the proposed development, that water quality is not detrimentally impacted by the development proposal and that appropriate maintenance mechanisms are put in place for the lifetime of the development.

20. No development shall commence until details of how surface water and pollution prevention will be managed during each construction phase have been submitted to and approved in writing by the local planning authority. The development thereafter shall be undertaken in accordance with the approved prevention measures.

REASON: To ensure that the construction phase(s) of development does not pose an undue flood risk on site or elsewhere and that any pollution arising from the development as a result of the construction works does not adversely impact on existing or proposed ecological or geomorphic condition of water bodies.

REASONS FOR PRE-COMMENCEMENT CONDITIONS: Drainage is not only a material consideration but an early and fundamental activity in the ground construction phase of any development and it is likely to be physically inaccessible at a later stage by being buried or built over. It is of concern to all flood risk management authorities that an agreed approach is approved before development commences to avoid putting existing and new communities at risk.

INFORMATIVE:

The applicant is advised that the amended site access will need to be constructed under a section 278 agreement of the 1980 Highways Act. The Highway Authority hereby reserves the right to provide the highway works within the highway associated with this proposal. Provision of the highway works includes design, procurement of the work by contract and supervision of the works. The applicant is advised to contact the Community Services before works begin on site. Further information and advice can be found at [www.lancashire.gov.uk](http://www.lancashire.gov.uk) and search for "278 Agreement".

There is a public right of way through part of the site and the granting of planning permission does not entitle the developer/applicant to obstruct this right of way and any proposed stopping up or diversion of the right of way should be the subject of an Order under the appropriate Act.

2. APPLICATION REF: 3/2019/0293  
GRID REF: SD 372379 445748

DEVELOPMENT DESCRIPTION:

PROPOSED DEMOLITION OF EXISTING GARAGE/WORKSHOP WITH A REPLACEMENT HOLIDAY COTTAGE TO BE CONSTRUCTED AT MILL FARM, MILL LANE, WADDINGTON BB7 3JJ

DEFERRED and DELEGATED to the Director of Economic Development and Planning for approval subject to an amendment to condition 14 to require an updated Management Plan which addresses the parking associated with the wider building complex.

Approve subject to the following conditions (conditions 2, 11 and 14 have been amended):

1. The development must be begun not later than the expiration of three years beginning with the date of this permission.

REASON: Required to be imposed by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. Unless explicitly required by condition within this consent, the development hereby permitted shall be carried out in complete accordance with the proposals as detailed on drawings:

A100 PROPOSED PLANS & ELEVATIONS (amended 12/06/2019)  
A200 PROPOSED SITE PLAN (amended 21/06/2019)  
A300 LOCATION PLAN (amended 21/06/2019)  
A400 EXISTING PLANS & ELEVATIONS  
A500 EXISTING SITE PLAN  
A600 PARKING PLAN (amended 21/06/2019)

REASON: For the avoidance of doubt and to clarify which plans are relevant to the consent.

3. Precise specifications or samples of walling and roofing materials and details of any surface materials to be used including their colour and texture shall have been submitted to and approved by the Local Planning Authority before their use in the proposed works.

REASON: To ensure that the materials to be used are appropriate to the locality.

4. Details of the alignment, height, and appearance of all boundary treatments, fencing, walling, retaining wall structures and gates to be erected within the development shall have been submitted to and approved in writing by the Local Planning Authority prior to their installation.

Before the development hereby permitted becomes operative all boundary treatments shown in the approved details to bound the site shall be erected.

REASON: To ensure a visually satisfactory form of development.

5. The siting and details of the construction and design of external refuse recycling/bin stores shall be submitted to and approved in writing by the Local Planning Authority. The duly approved facilities shall be made available for use before the development hereby approved is first occupied and retained thereafter.

REASON: To ensure the provision of satisfactory facilities for the storage of refuse and in the interest of visual amenity.

6. The proposed roof lights shall be of Conservation Type, recessed with a flush fitting, and shall be retained as such in perpetuity.

REASON: In order that the Local Planning Authority may ensure that the materials to be used are appropriate to the locality.

7. All windows and doors shall be constructed in timber, of which the elevational and section details shall have been submitted and agreed in writing by the Local Planning Authority prior to their use in the development. The development shall be carried out in strict accordance with the approved details; the approved details shall thereafter be retained in perpetuity.

REASON: In order that the Local Planning Authority may ensure that the materials to be used are appropriate to the locality.

8. Notwithstanding the provisions of The Town and Country Planning (Use Classes) (Amendment) (England) Order 2015, or any equivalent Order following the revocation and re-enactment thereof (with or without modification), the holiday cottage hereby approved shall only be used as holiday accommodation and for no other purpose, including any other purpose within Use Class C3.

REASON: For the avoidance of doubt, and to avoid an over-intensive use and to ensure that the development remains compatible with the character of the area and the intensity and frequency of usage remains proportionate to the use hereby approved.

9. The proposed holiday cottage shall be restricted to short-term holiday purposes only. No cottage on the site shall be occupied at any time as permanent residential accommodation or as a person's main place of residence.

The owners/operators of the site shall maintain an up-to-date register of the names of all owners/occupiers of the cottage, and of their main home addresses, and shall make this information available, on request, to the Local Planning Authority.

REASON: To prevent the permanent residential occupation of the site in a location where new residential development is unacceptable in principle and to define the scope of the permission hereby approved.

10. Notwithstanding the provisions of Classes A to H of Part 1 of the Town and Country Planning (General Permitted Development) (England) Order 2015, or any Order revoking and re-enacting that Order, the holiday cottage hereby permitted shall not be altered or extended, no new windows shall be inserted (including rooflights) and no additional buildings or structures shall be erected within its external area unless planning permission has first been granted by the Local Planning Authority.

REASON: In the interests of the amenity of the area

11. The parking and associated manoeuvring facilities shown on the plans hereby approved shall be surfaced or paved, drained and marked out and made available in accordance with the approved plan prior to the occupation of the building hereby approved; such parking facilities shall thereafter be permanently retained for that purpose

REASON: To allow for the effective use of the parking areas.

12. Site contractors and site project managers shall be made aware of the legal protection afforded all species of bats in the UK. The building contractors shall take additional care when removing fascia boards, verge tiles, ridge tiles & lead flashing.

In the event that any bats are found or disturbed during any part of the development, all work shall cease until further advice has been sought from a licensed ecologist.

Bat access slates, as denoted on approved drawing A100, shall be incorporated into the building during the construction works before the holiday cottage is first brought into use.

REASON: To protect the bat population from damaging activities and reduce or remove the impact of development and to ensure that there are no adverse

effects on the favourable status of a bat population before and during the proposed development.

13. Foul and surface water shall be drained on separate systems.

REASON: To secure proper drainage and to manage the risk of flooding and pollution.

14. Notwithstanding the submitted details, prior to first occupation of the development hereby approved an updated Site Management Plan shall have been submitted to, and agreed in writing by, the Local Planning Authority. For the avoidance of doubt the submitted document shall provide details of the vehicular parking to serve the holiday cottage hereby approved and the surrounding complex of buildings (included within the blue edge of the approved location plan) , identify areas where parking will be strictly prohibited, and include measures that will be taken to ensure that the parking is provided and managed accordingly. Thereafter, the development shall be operated in strict accordance with the approved details.

REASON: To ensure the satisfactory management of the site in the interests of general amenity of the area, to safeguard where appropriate neighbouring residential amenity and to ensure adequate parking is available within the site.

15. During the construction period, all trees to be retained shall be protected in accordance with British Standard BS 5837:2012 or any subsequent amendment to the British Standard.

REASON: In order to ensure that trees growing within influencing distance of the development are given maximum physical protection from the potential adverse effect of the development.

(Mr Barnsley spoke against the above application).

3. APPLICATION REF: 3/2019/0388  
GRID REF: SD 373753 440773

DEVELOPMENT DESCRIPTION:

RESTORATION AND ENHANCEMENT OF PRIMROSE LODGE TO CHANGE THE FORMER MILL LODGE INTO A PUBLIC OPEN SPACE. TO INCLUDE DE-SILTING 3000 SQUARE METRES OF THE LODGE TO CREATE PERMANENT OPEN WATER HABITAT WITH VARYING DEPTHS, PLANTING THE MARGINS WITH SUITABLE MARGINAL POND VEGETATION; CONSTRUCTION OF AN ALASKAN A FISH PASS AND CREATION OF A FOOTPATH THROUGH THE SITE AT PRIMROSE LODGE WOONE LANE CLITHEROE

DEFERRED and DELEGATED to the Director of Economic Development and Planning for approval subject to the satisfactory consultation response from LCC Highways within 3 months from the date of this Committee meeting or delegated to the Director of Economic Development and Planning in conjunction with the

Chairperson and Vice Chairperson of Planning and Development Committee should exceptional circumstances exist beyond the period of 3 months and subject to the conditions listed within the report:

*Time*

- 1. The development must be begun not later than the expiration of three years from the date of this permission.

REASON: Required to be imposed pursuant to Section 91 of the Town and Country Planning Act 1990.

*Plan related*

- 2. Unless explicitly required by condition within this consent, the development hereby permitted shall be carried out in complete accordance with the proposals as detailed on drawings:

Title	Reference
Footpath and access plan	DPLAC01 Revision D
Fish Passage Details	DPLFP01 Revision H
General Arrangement and Specification Plan	DPLDG01 Revision F
Planting and Species specification document	2/13/2019

REASON: For the avoidance of doubt and to clarify which plans are relevant to the consent.

*Materials*

- 3. Notwithstanding the submitted information full details of the materials including any retaining walls for the footpaths and level details, fencing and footbridge shall have been submitted to and approved in writing by the Local Planning Authority prior to their use on site. Such details shall include the type, colour and texture of the materials. The development shall thereafter be implemented in accordance with the duly approved materials.

REASON: In order that the Local Planning Authority may ensure that the materials to be used are appropriate to the locality.

*Highways*

- 4. Prior to the commencement of works on the internal footpath details of any pedestrian access on to Woone Land shall be submitted to and agreed in writing by the Local Planning Authority. Thereafter the pedestrian access shall be implemented in accordance with the approved details and retained in perpetuity thereafter

REASON: In the interest of highway safety and to ensure suitable pedestrian access is achieved as part of the development

### *Drainage*

5. Prior to the commencement of the construction of the fish pass (ref: drawing DPLF01, Rev H, 16 Apr 19) full details of the installation of the fish pass shall be submitted to and approved in writing by the Local Planning Authority. The details shall demonstrate that flood risk to upstream areas is not increased and shall include timings/ phasing arrangements for its installation and the future maintenance proposals.

The fish pass thereafter shall be installed and maintained in accordance with the submitted details.

REASON: To ensure that there are no detrimental impacts to flood storage or flood flow routes and to reduce the risk of flooding to the proposed development and future users.

### *Highways*

6. For the full period of construction, facilities shall be available on site for the cleaning of the wheels of vehicles leaving the site and such equipment shall be used as necessary to prevent mud and stones being carried onto the highway. The roads adjacent to the site shall be mechanically swept as required during the full construction period.

REASON: To prevent stones and mud being carried onto the public highway to the detriment of road safety.

7. No development shall take place, until a construction method statement has been submitted to and approved in writing by the Local Planning Authority. The approved statement shall be adhered to throughout the construction period. It shall provide for:

- the parking of vehicles of site operatives and visitors;
- the loading and unloading of plant and material;
- the storage of plant and materials used in constructing the development;
- the erection and maintenance of security hoarding;
- routes to be used by vehicles carrying all plant and materials to and from the site;
- contact details for the site manager.

REASON: To protect existing road users in the interest of highway safety.

8. Demolition or construction works shall not take place outside 08:00 hours to 17:00 hours Mondays to Fridays nor at any time on Saturdays, Sundays or Bank Holidays.

REASON: To protect the amenities of the nearby residents.

### *Biodiversity*

9. This proposal shall be in accordance with the recommendations of the Bowland Ecology report dated April 2019.

Prior to public access to the site the location of the additional bat boxes within the site shall be submitted to and approved in writing by the Local Planning Authority. The bat boxes shall be erected in accordance with the approved details prior to public access to the site.

REASON: To encourage and promote biodiversity.

#### *Archaeology*

10. No works shall take place until the applicant, or their agent or successors in title, have secured the implementation of a programme of site recording and analysis works. This must be carried out by a professionally qualified archaeological/building recording consultant or organisation in accordance with a written scheme of investigation which shall first have been submitted to and agreed in writing by the Local Planning Authority. The programme of works shall include the creation of a record of the elements of the site which will be affected by the fish pass to Level 1, as set out in 'Understanding Historic Buildings' (Historic England 2016). Upon completion of the programme of recording and analysis it shall be submitted to the Local Planning Authority.

REASON: To ensure and safeguard the recording and inspection of matters of archaeological/historic importance associated with the approved fish pass.

#### INFORMATIVES:

##### Environmental permit - advice to applicant for flood risk activities

The Environmental Permitting (England and Wales) Regulations 2016 require a permit to be obtained for any activities which will take place:

- on or within 8 metres of a main river (16 metres if tidal)
- on or within 8 metres of a flood defence structure or culvert (16 metres if tidal)
- on or within 16 metres of a sea defence
- involving quarrying or excavation within 16 metres of any main river, flood defence (including a remote defence) or culvert
- in a floodplain more than 8 metres from the river bank, culvert or flood defence structure (16 metres if it's a tidal main river) and you don't already have planning permission.

For further guidance please visit <https://www.gov.uk/guidance/flood-risk-activitiesenvironmental-permits> or contact our National Customer Contact Centre on 03702 422 549. The applicant should not assume that a permit will automatically be forthcoming once planning permission has been granted, and we advise them to consult with us at the earliest opportunity.

##### Environmental permit - advice to applicant for waste activities

Any development using waste or other material for engineering works may require an environmental Permit, unless it is exempt from the need for a permit. If a permit is required, it must be obtained prior to commencing the activity and the

applicant should allow three months for the determination of a standard rules permit and four months for the determination of a bespoke permit. Waste transported to and from the development must only be carried by a registered waste carrier.

If planning permission is granted, the applicant should arrange a meeting with the Environment Agency to discuss the permitting implications. For information, the applicant will have to agree a waste recovery plan with the Environment Agency for any activity involving the recovery of waste on land as part of End 3 the Environmental Permit (unless the activity is exempt from the need for a permit).

Please contact our National Customer Call Centre (Tel: 03708 506 506) for advice prior to commencing work. General waste advice is available at: <https://www.gov.uk/topic/environmental-management/waste>

The public register is available at:  
<https://www.gov.uk/guidance/access-the-public-register-for-environmental-information>

(Councillor Rogerson declared an interest in the next item of business and left the meeting).

4. APPLICATION REF: 3/2018/0786  
GRID REF: 361865 441312

DEVELOPMENT DESCRIPTION:

CONVERSION OF EXISTING RESTAURANT TO CREATE 12 APARTMENTS AND SITING OF FOUR HOLIDAY LETS AT DOG AND PARTRIDGE, HESKETH LANE, CHIPPING PR3 2TH

The Principal Planning Officer reported upon an additional letter asking Members to visit the site and informing them that legal advice had been sought regarding the shared drain and upon an amendment to condition 3.

DEFERRED and DELEGATED to the Director of Economic Development and Planning for approval subject to the satisfactory completion of a Legal Agreement, within 3 months from the date of this Committee meeting or delegated to the Director of Economic Development and Planning in conjunction with the Chairperson and Vice Chairperson of Planning and Development Committee should exceptional circumstances exist beyond the period of 3 months and subject to the conditions listed within the report.as follows:

1. The development hereby permitted shall be commenced before the expiration of three years from the date of this permission.

REASON: Required to be imposed pursuant to Section 51 of the Planning and Compulsory Purchasing Act 2004.

2. The development to which the permission relates shall be carried out in complete accordance with the following approved plans and specifications:

Location Plan Reference GA3147-LP-01  
Landscaping Plan Reference Dog and Partridge  
Proposed Block Plan Reference BP-01A dated 18/10/18  
Proposed Floor Plan and Elevations GA3147-PL01  
Proposed Floor Plan and Elevations GA3147-PL02

REASON: To ensure that the development as carried out does not vary from the approved plans.

3. Prior to the commencement of development full details of the means of foul water drainage/disposal shall have been submitted to and approved in writing by the Local Planning Authority. The units hereby approved shall not be brought into use until the duly approved foul water drainage/ disposal system has been completed and is fully operational, and shall be retained and maintained as approved thereafter.

REASON: In order to protect the nearby watercourse and to ensure adequate provision is provided on site to deal with foul drainage

4. The proposed holiday cottages shall be restricted to short-term holiday purposes only. No cottage on the site shall be occupied at any time as permanent residential accommodation or as a person's main place of residence.

The owners/operators of the site shall maintain an up-to-date register of the names of all owners/occupiers of the individual lodges on the site, and of their main home addresses, and shall make this information available, on request, to the Local Planning Authority.

REASON: To prevent the permanent residential occupation of the site in a location where new residential development is unacceptable in principle and to define the scope of the permission hereby approved.

5. Prior to work on any of the buildings details of the provisions to be made for building dependent species of conservation concern, artificial bird nesting boxes and artificial bat roosting sites have been submitted to, and approved in writing by the Local Planning Authority.

For the avoidance of doubt the details shall be submitted on a dwelling/building dependent bird/bat species site plan and indicate the type of provision to be provided and identify the actual wall and roof elevations into which the above provisions shall be incorporated.

The artificial bird/bat boxes shall be incorporated into those buildings during the construction and be made available for use before each flat or holiday let is occupied and thereafter retained. The development shall be carried out in strict accordance with the approved details.

REASON: In the interests of biodiversity and to enhance nesting/roosting opportunities for species of conservation concern and to reduce the impact of development.

6. Notwithstanding the submitted details, details or specifications of all materials to be used on the external surfaces, including details of external stairways, of the development hereby approved shall have been submitted to and approved in writing by the Local Planning Authority before their use in the proposed development. The approved materials shall be implemented within the development in strict accordance with the approved details.

REASON: In order that the Local Planning Authority may ensure that the materials to be used are appropriate to the locality and respond positively to the inherent character of the area.

#### *Noise*

7. The residential development hereby permitted shall be designed in full compliance with the revised acoustic report dated 28/1/19 and incorporate the glazing, ventilation and acoustic specifications detailed in the report prior to occupation of any of the units.

REASON: To protect and safeguard residential amenity.

8. Prior to occupation of any of the units details of any external lighting scheme to the development hereby permitted shall be submitted to and approved in writing by the LPA and be implemented in accordance with the submitted scheme.

REASON: To protect and safeguard residential amenity.

9. The permitted hours of operation in relation to all construction works and ancillary operations (including deliveries and removal of plant, equipment, machinery and waste) shall be 08.00 to 18:00, Monday to Friday, 08.00 to 13:00 hours on Saturdays, and at no time on Sundays and Bank Holidays.

REASON: To protect and safeguard residential amenity.

10. No development shall commence until final details of the design, based on sustainable drainage principles, and implementation of an appropriate surface water sustainable drainage scheme have been submitted to and approved in writing by the local planning authority. Those details shall include:

- a) A final surface water drainage layout plan; appropriately labelled to include all pipe/structure references, dimensions, design levels, finished floor levels and external ground levels (in AOD);
- b) A full set of flow calculations for the surface water drainage network. The calculations must show the full network design criteria, pipeline schedules and simulation outputs for the 1 in 1 year, 1 in 30 year and 1 in 100 year return period, plus an appropriate allowance for climate change and urban creep. The calculations must also demonstrate that the post development surface water run-off rate shall not exceed 5l/s;
- c) A final plan showing all on-site surface water catchment areas, i.e. areas that will contribute to the proposed surface water drainage network;

- d) A final plan showing all overland flow routes and flood water exceedance routes, both on and off site;
- e) Details of measures taken to prevent flooding and pollution of the receiving groundwater and/or surface waters, including watercourses; and
- f) Details of an appropriate management and maintenance plan for the surface water drainage network for the lifetime of the development.

The scheme shall be implemented in accordance with the approved details prior to first occupation of any of the approved dwellings, or completion of the development, whichever is the sooner. Thereafter the drainage system and ordinary watercourses shall be retained, managed and maintained in accordance with the approved details.

REASON: To ensure that the proposed development can be adequately drained and that there is no flood risk on or off the site resulting from the proposed development. Also to ensure that water quality is not detrimentally impacted by the development proposal and that appropriate maintenance mechanisms are put in place for the lifetime of the development

- 11 No development shall commence until details of how surface water and pollution prevention will be managed during each construction phase have been submitted to and approved in writing by the local planning authority.

REASON: To ensure that the construction phase(s) of development does not pose an undue flood risk on site or elsewhere and that that any pollution arising from the development as a result of the construction works does not adversely impact on existing or proposed ecological or geomorphic condition of water bodies.

12. Prior to occupation of any of the units further details of a scheme showing the alterations to the access point including the blocking up of one of the access points shall be submitted to and approved in writing by the LPA. The scheme shall thereafter be implemented and retained in that manner in perpetuity.

REASON: In the interest of highway safety.

13. Prior to occupation of any of the units precise details of location and details of cycle provision and bin storage areas shall be submitted and approved in writing by the LPA. The facilities shall be made available before occupation of the individual units.

REASON: In order to encourage sustainable travel and general amenity issues

14. No development shall take place, including any works of demolition, until a construction method statement has been submitted to and approved in writing by the Local Planning Authority. The approved statement shall be adhered to throughout the construction period. It shall provide for:

- i) The parking of vehicles of site operatives and visitors
- ii) The loading and unloading of plant and materials
- iii) The storage of plant and materials used in constructing the development

- iv) The erection and maintenance of security hoarding
- v) Wheel washing facilities
- vi) Measures to control the emission of dust and dirt during construction
- vii) A scheme for recycling/disposing of waste resulting from demolition and construction works
- viii) Details of working hours which shall be in accordance with Condition 9 of this consent.
- ix) Routing of delivery vehicles to/from site

REASON: in the interest of highway safety and residential amenity.

15. Notwithstanding the provisions of Classes A to H of Part 1 of the Town and Country Planning (General Permitted Development) Order 2015, or any order revoking and re-enacting that Order, the holiday cottage hereby permitted shall not be altered or extended and no additional buildings or structures shall be erected within its external area unless planning permission has been previously approved by the LPA.

REASON: In the interest of the amenity of the area.

16. Notwithstanding the provisions of The Town and Country Planning (Use Classes) (Amendment) (England) Order 2015, or any equivalent Order following the revocation and re-enactment thereof (with or without modification), the holiday cottage hereby approved shall only be used as holiday accommodation and for no other purpose, including any other purpose within Use Class C3.

REASON: To prevent the permanent residential occupation of the site in a location where new residential development is unacceptable in principle and to define the scope of the permission hereby approved.

#### INFORMATIVE

1. The applicant is advised that the new site access will need to be constructed under a section 278 agreement of the 1980 Highways Act. The Highway Authority hereby reserves the right to provide the highway works within the highway associated with this proposal. Provision of the highway works includes design, procurement of the work by contract and supervision of the works. The applicant is advised to contact the Community Services before works begin on site. Further information and advice can be found at [www.lancashire.gov.uk](http://www.lancashire.gov.uk) and search for "278 agreement".
2. The developer should be aware that the any works on, or immediately adjacent to the adopted highway network, would require the appropriate permits from Lancashire County Council's Highways Regulation Team, who would need a minimum of 12 weeks' notice to arrange the necessary permits. They can be contacted on [lmsstreetworks@lancashire.gov.uk](mailto:lmsstreetworks@lancashire.gov.uk) or on 01772 533433.
- 3 In accordance with Condition 7 the noise levels at each dwelling should not exceed the following levels as assessed in accordance with British Standard 8233 (2014) and World Health Organisation guidelines (or any subsequent replacement national standards/guidance):

LAeq 50 dB 16 hours – gardens and outside living areas, daytime (07.00-23.00)  
 LAeq 35 dB 16 hours – indoors, daytime (07.00-23.00)  
 LAeq 30 dB 8 hours – indoors, night-time (23.00-07.00)  
 LAFmax 45 dB 8 hours – indoors, night-time (23.00-07.00)  
 LAFmax 45 dB 4 hours – indoors, evening (19.00-23.00)\*  
 LAFmax 60 dB 8 hours - façade level, night time (23.00-07.00)  
 LAFmax 60 dB 4 hours - façade level, evening (19.00-23.00)\*

Alternative levels and monitoring locations may be used subject to the prior written approval of the Local Planning Authority. The evening standard LAFmax will only apply when the evening LAFmax significantly exceeds the LAeq and the maximum levels reached are regular in occurrence, for example several times per hour. In relation to Condition 7 the LAF max marked with an\* the evening standard LAFmax will only apply when the evening LAFmax significantly exceeds the LAeq and the maximum levels reached are regular in occurrence, for example several times per hour.

- 4 In relation to condition 8 it shall be designed so that light intrusion into the windows of the nearest sensitive premises will not exceed 5 Lux before 23.00, and 1 lux after 23.00 (Environmental Zone E2), as described by The Institution of Lighting Professionals' Guidance Notes for the Reduction of Obtrusive Light GN01:2011 (or any subsequent replacement guidance).

(Mr Salisbury spoke in favour of the above application. Mr Stanley spoke against the above application. Councillor Hore was given permission to speak on the above application).

(Councillor Rogerson returned to the meeting).

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SECTION 106 APPLICATIONS

<u>Plan No</u>	<u>Location</u>	<u>Date to Committee</u>	<u>Number of Dwellings</u>	<u>Progress</u>
3/2018/0924	Land South West of Barrow & West of Whalley Road Barrow	7/2/19	39	With Applicants Solicitor
3/2018/0914	Land off Clitheroe Road (Lawsonsteads Phase 2) Whalley	14/3/19	188	With Applicants Solicitor
3/2018/1037	Land off Pimlico Link Road Clitheroe	11/4/19	19	With Legal
3/2019/0012	Land South West of Barrow & West of Whalley Road Barrow	30/5/19	233	With Applicant

<u>Plan No</u>	<u>Location</u>	<u>Date to Committee</u>	<u>Time from First Going to Committee to Decision</u>	<u>Number of Dwellings</u>	<u>Progress</u>
3/2018/0844	Land off Longsight Road, Langho	10/1/19	21 weeks	42	Decision 5/6/19

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## APPEALS UPDATE

<b>Application No and reason for appeal</b>	<b>Date Received/ Appeal Start Date</b>	<b>Site Address</b>	<b>Type of Appeal Procedure</b>	<b>Costs application received</b>	<b>Date of Inquiry or Hearing if Applicable</b>	<b>Progress</b>
3/2017/0961 R (Variation of S106 Ag)	25/04/2019	Land at Chapel Hill Longridge	Hearing		18/06/2019	Withdrawn by Appellant 29/05/2019
3/2018/0474 R of pp	Awaiting start date from PINS	Great Mitton Hall Mitton Road Mitton BB7 9PQ	HH appeal procedure Hearing requested (to be confirmed by PINS)			
3/2018/0468 R of LBC	Awaiting start date from PINS	Great Mitton Hall Mitton Road Mitton BB7 9PQ	LB Hearing (to be confirmed by PINS)			
3/2018/1020 R of pp	Awaiting start date from PINS	Calding Bank Cottage Whalley Old Rd Billington BB7 9JE	WR (to be confirmed)			
3/2018/0915 R of outline pp	19/02/19	Daniels Farm Preston Road Alston PR3 3BL	WR			Appeal Dismissed 16/05/2019
3/2018/0688 R of outline pp	04/02/19	land off Henthorn Road Clitheroe	Inquiry		08/05/2019 09/05/2019 10/05/2019	Awaiting Decision
3/2018/1025 R of prior notification	05/02/2019	Low Laithe Barn Gisburn Road Newsholme	WR			Awaiting Decision
3/2018/0651 R of pp	01/03/2019	Land adj Glenetta Parsonage Rd Wilpshire BB1 4AG	WR			Appeal Dismissed 12/06/2019

<b>Application No and reason for appeal</b>	<b>Date Received/ Appeal Start Date</b>	<b>Site Address</b>	<b>Type of Appeal Procedure</b>	<b>Costs application received</b>	<b>Date of Inquiry or Hearing if Applicable</b>	<b>Progress</b>
3/2018/0582 R of permission in principle	21/05/2019	Land to the south of Chatburn Old Rd Chatburn	WR			Statement Due 25/06/2019
3/2018/0768 R of pp	27/03/2019	Land at Osbaldeston Ln Osbaldeston	WR			Awaiting Decision
3/2018/0479 R of pp	03/06/2019	74 Church St Ribchester	HH			Awaiting Decision
3/2018/1076 R of pp	Awaiting start date from PINS	Sabden House Wesley Street Sabden	HH (to be confirmed by PINS)			
3/2018/1006 R of LBC	Awaiting start date from PINS	Sabden House Wesley Street Sabden	WR (to be confirmed by PINS)			
3/2018/1148 R of pp	10/06/2019	Wolfen Lodge Fish House Ln Chipping	HH			Awaiting Decision
3/2019/0057 R of pp	21/05/2019	Seven Acre Bungalow Forty Acre Lane Longridge	WR			Statement Due 25/06/2019
3/2019/0117 R to discharge condition	Awaiting start date from PINS	Susie Cottage Rimington Lane Rimington	WR (to be confirmed by PINS)			
3/2019/0241 R of pp	Awaiting start date from PINS	23 Church Street Clitheroe	HH (to be confirmed by PINS)			
3/2019/0242 R of LBC	Awaiting start date from PINS	23 Church Street Clitheroe	WR (to be confirmed by PINS)			

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## VALIDATION CRITERIA

The Director of Economic Development and Planning submitted a report enclosing the draft revision of the Council's validation checklist for planning applications that had been prepared in conjunction with the guidelines set out by MCHLG. The document had been out for a 6 week consultation period where key stakeholders had been consulted on the draft checklist, as well as the document

being available for a public view on the Council's website. The responses received had been in support of the introduction of a checklist and suggestions received have been incorporated into the document. A summary of the responses received along with the resultant amendments to the validation checklist were included in the report.

Councillor S Hore was given permission to speak on this item and referred to Appendix F of the validation checklist with regard to proof of marketing and the rigidity of the rules.

The Council's local list of validation requirements was not intended to be overly prescriptive and it was advised that early pre-application discussions were entered into so the documents, plans and drawings which reflect the nature and scale of the development required to support the planning application could be identified. It was intended that the checklist would be reviewed and updated where necessary on a frequent basis.

RESOLVED: That Committee

1. note the consultation responses and suggested changes to the validation checklist as outlined in the Appendix to the report;
2. agree to the new pro forma to be submitted with agricultural determinations; and
3. agree to formally adopt the planning application validation criteria as attached to the report.

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APPEALS

- a) 3/2018/0651 – Proposed new dwelling at land adjacent Glenetta, Parsonage Road, Wilpshire – appeal dismissed.

The meeting closed at 7.20pm.

If you have any queries on these minutes please contact Nicola Hopkins (414532).